Title: Kitchen Associate – Rimrock Café
Division: Kitchen Staff
Classification: Part time hourly nonexempt
Reports To: Café Manager
Supervises: N/A

High Desert Museum – Organization Description
Since opening in 1982, THE HIGH DESERT MUSEUM has brought together wildlife, culture, art and natural resources to promote an understanding of the natural and cultural heritage of North America's High Desert country. We do so through indoor and outdoor exhibits, wildlife in natural habitats, living history demonstrations and dynamic programs on a beautiful, 135-acre campus in the pine forest. The Museum is a nonprofit organization accredited by the American Alliance of Museums, was a 2018 National Medal for Museum and Library Sciences finalist and is a Smithsonian Affiliate. During the 2018-19 fiscal year, 195,000 visitors enjoyed the Museum.

The Museum is located in Bend, Oregon, a fast-growing, charismatic city nestled against the Cascade Range at the edge of the High Desert. We strive to be inclusive, culturally humble, relevant, curious, and mindful. As a team, we work together to wildly excite and responsibly teach, creating connection to and dialogue about the High Desert.

Job Summary – Café Cook
The Café Cook is responsible for, cooking food based on orders, prepping food for service, keeping station clean and stocked, occasional cashiering, busing tables, running food, dishwashing, and cleaning as needed in accordance with all Health & Safety Standards. We are looking for someone approximately 20 hours per week. Must be able to work 8:30am-4pm and at least one weekend day. There is a potential for more hours during the summer season. Pay depending on experience.

Qualifications
The successful candidate will demonstrate a commitment to excellence, integrity and teamwork. Other qualifications will include:

- High School Diploma or equivalent
- 2 Years’ Experience working on the line at a High-Volume Restaurant.
- Experience catering parties of up to 200 people.
- Some culinary school preferred.
- Efficient knife skills
- Experience building soups and sauces
- Experience menu planning
- Ability to plan and execute daily specials
- Knowledge of health department codes and standards.
- Servesafe certification preferred.
- Ability to get an OLCC license
- Experience taking orders using a POS system
- Experience working with the public
**Responsibilities and Tasks**

1. Provide incredible customer service at every point of contact
2. Cleaning dishes, workstation, cooking equipment, and food storage areas accordance with food health regulations
3. Prepare and cook food based on menu selection and daily specials
4. Receive and check in product as necessary
5. Follow proper food handling procedures, possess basic knowledge in the use and maintenance of various kitchen operations including but not limited to: grill, oven, microwave, etc.
6. Comply with all Museum policies, procedures and safety regulations including strict adherence to all Health & Safety Standards
7. Taking food orders using the highest quality customer service including cross promotion of museum events and programs
8. POS Knowledge
9. Accountability for your daily station and duties
10. Working with local laws to ensure we are COVID-19 Compliant
11. Relay visitor comments, suggestions and requests to appropriate staff, Answer general museum questions as able, relaying others to appropriate staff or volunteers
12. Assist with bussing the tables, dishwashing and keeping the café clean and stocked
13. Assisting with monitoring Café inventory
14. Properly store food at the end of the day in designated containers and storage areas to prevent spoilage, portion and wrap the food, or place it directly on plates for service to patrons
15. Support closing duties, including storing all reusable goods, breaking down goods, cleaning all equipment and areas, returning equipment to proper locations, restocking items, turning off lights, locking doors, and completing daily cleaning checklist
16. Waive meal period where you will not be relieved of all duty. However, you will be provided a reasonable opportunity to consume food during any work shift of six hours or longer while continuing to work during which you will be paid for this time.

We are currently going through a renovation in our Café, increasing our levels of service and food greatly. This is the opportunity to get creative, have fun, and learn under a classically trained Chef. If you have a passion for food and want to grow as a person and a cook, we would love to have you join us.

The successful applicant will be an outgoing, friendly, team player and must be detailed-oriented while handling multiple projects and deadlines. They must have a high degree of energy and enthusiasm for a visitor-service oriented organization.
The Museum provides an equal employment opportunity to all persons without regard to race, color, national origin, religion, sex, sexual orientation, gender identity/transgender status, age, disability, veteran or marital status, genetic information or any other characteristic protected by applicable law.

Mission

The High Desert Museum wildly excites and responsibly teaches through innovative, interdisciplinary experiences, creating connection to and dialogue about the High Desert

Please send resume & cover letter to the High Desert Museum,

jobs@highdesertmuseum.org

http://highdesertmuseum.org/job-opportunities

Mission

To explore the High Desert’s unique landscape, cultures, wildlife, history and arts, connecting our visitors to the past and helping them discover their role in the present and responsibility to the future.