



Heartland Lakes Community School Head Chef Job Description

Mission Statement

HLCS exists to empower scholars to bravely live their truth, to become wise stewards of the land and resources and to ignite lasting curiosity that leads to positive change in their school, their communities, their world and themselves.

Purpose Statement on Using the Environment

An emphasis on outdoor learning by using the environment with which we live and learn by utilizing both structured and unstructured outdoor learning spaces; we intend to be an expeditionary learning school where students work together on a specific project throughout the school year to achieve a common goal. HLCS will be a smaller community school with smaller class sizes which will lead to more individualized attention and care.

Guiding Philosophy on Meeting the Needs of the Whole Child

To develop and meet the needs of the whole child. Providing hands on learning experiences fostering curiosity and allowing students to discover their abilities, values, passions. All members in the school community will strive to take responsibility in their learning, collaborate and build mutual trust so all individuals feel safe and confident to take responsible risks. Our school will intentionally foster a space of inclusivity for all members.

Position Requirements

- Certified Food Protection Manager
- Be able to lift up to 50 lbs and stand for up to 4 hours.
- Complete any required professional development, minimum 12 hours per year. ● Use of cycle menu that meets USDA School Breakfast Program & National School Lunch Program meal patterns. Creation of monthly menus based on cycle menus.
- Responsible for procurement of food and supplies ensuring foods meet USDA child nutrition labeling requirements and that USDA procurement guidelines are followed.
- Responsible for inventory control.
- Preparation and production of breakfast and lunch meals.
- Serve breakfast and lunch meals with assistance from other staff. Assure that all students receive reimbursable meals.
- Responsible for keeping all work spaces clean and for following HACCP approved foods safety protocols.

- Responsible for maintaining all necessary records required in the SBP and NSLP in an organized way. This includes standardized recipes; food production records; food safety records and the food safety program binder.
- Responsible for ordering and stewardship of USDA commodity foods.
- Collaborate with appropriate staff to assure students with food allergies are served appropriately.
- Oversight and execution of any School Nutrition Programs.
- Collaborate with other staff members in nutritional education of students.
- Responsible for integrating educational principles into the culinary experience by using the menu and food offerings as tools for learning.
- Grant writing - DoD produce grant, fresh fruit and vegetable program
- Assign and supervise duties of all food service workers

Qualifications

- Minnesota ServSafe Certification, or the ability to obtain
- School Nutrition Association Certification, or the ability to obtain

To apply for this position, send your resume, cover letter, and list of 3 references to careers@heartlandlakescs.org. Applications will continue to be considered on a rolling basis.