



# Greater Colorado Council National Youth Leadership Training



<b>Job Title:</b>	Food Quartermaster	<b>Property:</b>	McNeil Scout Ranch at Peaceful Valley
<b>Camp/Department:</b>	NYLT	<b>Salary Level:</b>	VOLUNTEER
<b>Location:</b>	22799 N. Elbert Road Elbert, CO 80106	<b>Staff Supervisor?:</b>	Yes
<b>Reports to:</b>	Course Director	<b>Certifications Req:</b>	No
<b>Will Certify Applicant?:</b>	Not Required	<b>Driving Required?</b>	No

### Job Summary

Makes sure Food is ready for course, either in prepping the food for patrol style cooking or cooking the meals for NYLT. Works with the Adult and Youth QMs to pack up the food for patrol style cooking, and mentor them in their roles. Helps to maintain and inventory the Food for NYLT, understanding the first in, first out method. Works with the Course Director to make sure that all food is ready for each course. Communicates with the Council Coordinator if there are questions about the food for course.

### Job Description

#### ROLE AND RESPONSIBILITIES

- Maintains an inventory of the food.
- Maintain the cleanliness and organization of the kitchen areas.
- Check refrigerator and freezer temperatures and record two-three times daily.
- If temperatures are not in the correct zones for maintaining food safety, let Course Director/Council Coordinator/or Camp Director know.
- Participate in staff training sessions, as needed.
- Assist with ensuring all paperwork is completed for participants and staff.
- Ensures all Youth Protection and adult supervision requirements are met.
- May be asked to help with trash runs.
- Help recruit youth participants.
- Model the core learning and leadership messages of the NYLT Syllabus.
- Be familiar with and direct the camp emergency procedures as directed by the MSR Ranch Director as needed.
- Coordinate and inform the NYLT Council Coordinator and the MSR Ranch Director of all issues while on site. Assist with investigations and response. Report issues with participants and staff immediately.
- Assist in cleaning camp areas and buildings. This includes removing trash, cleaning restrooms and showers, and making sure the QM areas (including storage at shelters, and kitchen at HQ) are ready for the next program.
- Other duties as assigned.

#### CERTIFICATIONS & REQUIRED TRAINING

- CPR, AED, First Aid (Prior to Start of Camp, NOT provided by the Council, not required but recommended)
- ServSafe Food Handler's Certification (Council Coordinator will share link for training, 1 per NYLT Session)
- ServSafe Allergen Certification (Council Coordinator will share link for training, 1 per NYLT Session)
- Youth Protection (Online Prior to Camp)
- Other training as required by Council and NYLT Management

#### Required for the Job

- Must be at least 21 years of age
- Must be a current member of Scouting America



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- Must be able to read, speak, and write the English language
- Must be able to work outdoors at an elevation of 7,000+ feet above sea level in varying weather conditions.
- Must be able to pass a background check from the TRAILS database, CBI, and FBI
- Must complete all required State, Council, and National Trainings, and paperwork on time.
- Encouraged to have completed Wood Badge as a Participant

#### **Directly Supervises**

- NYLT Youth Staff

#### **Additional Notes**

- None