

ASSISTANT CHEF

Reports To: Chief Financial & Operations Officer/Job
Status: 50% FTE
FLSA Classification: Non-Exempt
Date Modified: May 12, 2020
Start Date: August 7, 2020

Overview of Position

The Assistant Chef supports the Head Chef who is responsible for The San Francisco School Lunch Program. Specifically, The San Francisco School (SFS) seeks a half-time employee who will work with the Head Chef to prepare lunches (likely on Mondays, Wednesdays, and Fridays) for approximately 180 students and 40 employees.

This position is for the 2020-2021 school year, from August 2020 through early June 2021. This position operates on the school calendar and receives paid time off on all school holidays, including Thanksgiving week, winter break, February break, and spring break.

The San Francisco School Lunch Program provides preschool and elementary students and all staff with fresh, nutritious, high-quality meals at an affordable price. Lunches are prepared in the school's kitchen and transported by teachers (preschool) and students (elementary school) into the classroom for daily lunch. Some typical lunches include burritos, pizza, pasta, and soups.

We seek a team member who is:

- A talented cook inspired to provide 180 kids + 40 employees with fresh, nutritious, high-quality lunch + snacks.
- A flexible team player.
- A culturally competent, engaged community member.
- An excellent communicator and collaborator.

Essential Functions

- In partnership with the Head Chef, prepare family-style hot lunch for Preschool through 5th grade students and all employees.
- Prepare afternoon snack for Extended Day program.
- Maintain an organized and clean kitchen, follow all sanitation and safety standards in compliance with regulatory requirements.

- Practice safe food handling techniques in food preparation and storage.
- In partnership with the Head Chef, ensure the kitchen is responsive to and in compliance with any new standards or regulations issued by the SF DPH.
- Share responsibility for doing approximately 2 loads of kitchen linen laundry each week.
- On occasion, prepare additional food for events and visitors, and prepare staff lunch on professional development days (such as community workday breakfast or staff lunches on staff in-service days).
- Occasionally work additional days to cover other kitchen staff as needed (e.g., due to sick or personal leave).

Qualifications

1. Experience with food services.
2. Maintain a current Food Handler's Certificate. (The School will sponsor this training as needed.)
3. Ability to effectively and safely use kitchen food service equipment.
4. Ability to work with people at all levels of the organization, including parents, volunteers, and visitors; must have a customer-service orientation.

Physical Requirements and Work Environment

- Occasionally lift equipment and materials weighing 50 pounds or more.
- Crawl, climb ladders, twist, turn, and reach in completing a variety of job duties.
- Occasionally work outside in hot or cold conditions for extended periods of time.
- Work in a wide variety of environments as found in all areas of the school.
- Work in the extreme temperature and humidity conditions found in a food service kitchen.

[Overview of School](#)

The San Francisco School is an independent school, preschool through eighth grade, with a commitment to being a multicultural and inclusive community. Suitably characterized by one parent as an "urban school with a village atmosphere" the school embraces San Francisco's ethnic, cultural and economic diversity. Our progressive approach to education encourages children to develop self-reliance, solid academic skills, creativity, and a commitment to social justice. Students graduate academically prepared, inquisitive, courageous, and eager for the challenges ahead.

The San Francisco School is committed to increasing staff diversity, both to reflect the high value SFS places on multicultural understanding and for the direct benefit of each student.

If you are ready to join us, please send a single document by May 29, 2020 with your letter of interest, resume, and three references to: jobs@sfschool.org.

Questions? Give us a call: 415.239.5065