



JOB DESCRIPTION

Job Title: Line Cook Associate
Reports to: Associate Culinary Director
Revision Date: December 2021

ABOUT BROAD STREET MINISTRY:

Broad Street Ministry is an organization that helps Philadelphians living in deep poverty stabilize their lives through a unique offering of meals and social services that is welcoming to everyone. Our long term vision is not only to meaningfully reduce the trauma and suffering caused by scarcity for Philadelphia's most vulnerable populations, but, along with best-of-class social services and government partners, to break the cycle of poverty, homelessness and hunger in Philadelphia.

POSITION SUMMARY:

The Line Cook Associate is responsible for performing line prep duties that include kitchen and meal prep as well as plating/ boxing meals for over 300 plus guests per day. Within this position, the Line Cook Associate must multi-task and use appropriate time management in order to complete these tasks while also maintaining a clean and safe work environment up to industry standards. The Line Cook Associate must communicate effectively with other team members and line staff from other departments, maintain a professional welcoming work environment for team and volunteers, be able to take direction and be able to work through a high volume, fast paced environment.

DUTIES AND RESPONSIBILITIES:

- Ensure the kitchen is set up and stocked for service
- Prepare simple components of each dish by chopping vegetables, preparing proteins, and making sauces
- Report to Kitchen Manager and follow instructions
- Make sure food preparation and storage areas meet health and safety standards
- Clean prep area and properly store all leftover food
- Other duties and responsibilities as assigned



QUALIFICATIONS AND SKILLS:

- ServSafe Certified
- At least one year of cooking experience
- Excellent kitchen administration and operations knowledge
- Ability to work as part of a team
- Strong organization and active listening skills
- The ability to work on your feet most of the day
- The ability to regularly lift 30 pounds at a time
- Exceptional time management skills
- Good ability to season, garnish, and arrange food creatively and attractively

OTHER:

The mission of Broad Street Ministry is to transform our city, our institutions, and ourselves by embracing the individual needs of our most vulnerable sisters and brothers, and by embracing radical hospitality. We believe that the only way to achieve that mission is to have a diverse staff that is representative, at all job levels, of the citizens we serve.

Broad Street Ministry does not discriminate on the basis of race, color, religion, marital status, age, national origin, ancestry, physical or mental disability, medical condition, pregnancy, genetic information, gender, sexual orientation, gender identity or expression, veteran status, criminal record, or any other status protected under federal, state, or local law. Broad Street Ministry believes that diversity and inclusion among our staff is critical to our success as a community services organization, and we seek to recruit, develop and retain the most talented people from a diverse candidate pool.

This position is located at Broad Street Ministry, 315 S. Broad Street. At the discretion of management, this role may be performed part-time, full time, or temporarily in a remote location within the greater Philadelphia region. All remote (and partially remote) employees (permanent or temporary) will occasionally be required to perform work on-site, and all or most orientations will occur on-site.



Salary Range: The successful candidate will receive a competitive compensation package that includes: medical, dental, and vision, 401(k) retirement plan, paid holidays and PTO.