

Camp CedarbrookTM in the **Adirondacks**

Service Crew Information

Kitchen Aide

Responsible to:

Food Service Manager
Kitchen Aide Counselor

Specific Duties:

- Set tables
- Serve food to tables
- Rotate responsibilities for serving "seconds"
- Prepare and distribute equipment for clean-up at camper tables
- Wash dishes and pots
- Clean washing and serving areas
- Empty garbage and clean garbage containers
- Sweep and wash kitchen, pantry, and cooler floors
- Clean shelves, grill screens, and dish storage areas weekly
- Clean and sanitize tables before and after each meal
- Clean garbage house weekly
- Minor food preparation

Kitchen Aide Sample Schedule

7:30 AM Arrive in kitchen; clean and set tables
8:00 AM MORNING WATCH
8:25 AM Return to kitchen; serve breakfast
8:40 AM BREAKFAST
9:00 AM Wash dishes and pots; sweep floor
10:25 AM BIBLE EXPLORATION
11:30 AM Return to kitchen; clean and set tables; serve lunch
12:10 PM LUNCH
12:30 PM Wash dishes and pots; sweep and mop floors and duckboards; weekly cleaning task
2:30 PM FREE TIME including one activity
5:30 PM Return to kitchen; clean and set tables; serve dinner
6:25 PM DINNER
6:45 PM Wash dishes and pots; sweep floors
7:30 PM Join Explorer division for EVENING PROGRAM

Groom Aide

Responsible to:

Stable Manager
Groom Aide Counselor

Specific Duties:

- Feed and water horses daily before breakfast, lunch, and dinner
- Clean stalls and groom horses daily before breakfast
- Clean stable, paddock area, and riding ring
- Assist in preparing horses for classes
- Assist instructor as requested (maximum: 1 class and/or Free Time) NOTE: a groom aide is not an instructor for riding classes.
- Must abide by these and other appropriate regulations: No one works alone with horses. An instructor must be present when horses are being ridden.

Groom Aide Sample Schedule

7:00 AM Arrive at stable; groom horses; muck stalls; feed and water horses
7:45 AM MORNING WATCH
8:20 AM FLAG RAISING
8:30 AM BREAKFAST
9:15 AM Return to stable; saddle and bridle horses for class; clean stable and paddock area
9:50 AM BIBLE EXPLORATION
10:55 AM Assist with class; clean stable and paddock; feed and water horses
12:00 PM LUNCH
12:50 PM REST TIME
1:30 PM Return to stable; assist with classes or pony rides; one hour FREE TIME as scheduled
5:10 PM Clean paddock and stable; untack horses; feed and water horses
6:15 PM DINNER
7:30 PM Join Explorer division for EVENING PROGRAM