



Topeka Rescue Mission Ministry Position Description

Position Title: Assistant Chef
Location: 600 N. Kansas Ave., Main Shelter
Reports to: Sous Chef
Date: November, 2023

SUMMARY OF RESPONSIBILITIES:

Along with all other ministry positions, there is an expectation of sharing the love of Jesus Christ with the guests and visitors of the Topeka Rescue Mission. Work with the Director of Food Services to produce diversified menus in accordance with the department policy and vision. Must have reliable transportation

SPECIFIC DUTIES AND RESPONSIBILITIES:

Assistant chef provides support for the Director of food service and Sous chef in our dining room, catering, or food truck. Assistant chef, job duties include managing inventory, ensuring that the kitchen meets food safety and cleanliness standards, and helping kitchen staff with food preparation. schedule., come up with new dishes that appeal to the clients, whenever required.” Produce high quality dishes that follow the established menu and level of standards, as well as to our residents’ requirements. Train internal and external kitchen staff, volunteers, and students to provide the best results in minimal amounts of time and using all available resources.

EDUCATION AND EXPERIENCE:

TRM staff development, or 1- 3 years professional cooking experience; or some schools specifically for this profession, or experience as a sous or head chef.

SKILLS, KNOWLEDGE AND ABILITIES:

Training from a culinary school, proven cooking skills, and experience working in a kitchen. strong teamwork abilities and a willingness to work a flexible shift. Organizational Skills. Willingness to Accept Criticism. Ability to Handle High Stress Environments. Curiosity and Desire to Learn More.

LICENSES AND CERTIFICATIONS:

Serv-Safe, Certificate of completion TRM staff development

WORKING CONDITIONS & PHYSICAL REQUIREMENTS:

Essential workers conduct a range of operations and services that are typically essential to continue critical infrastructure operations. Lift 50 pounds. Must be able to stand for prolonged amounts of time. Must be able to write and speak English.

PAY RANGE: \$12.00 - \$13.00 + Shift Differential

Shift/Schedule: Tuesday – Sunday 4:30am – 12:30pm