



An operation of the CoastArts Association  
Charitable Number# 139921563 RR0001

PHONE: 902.582.3842 EMAIL: mail@artscentre.ca

FACSIMILE: 902.582.7943 WEB: www.artscentre.ca

Box 190 / Canning / Nova Scotia / Canada / B0P 1H0

Executive Director: Ms. Chris O'Neill

Honorary Chair: Alex Colville, O.C.

Honorary Patron: Her Honour Mayann Francis,  
Lieutenant Governor of Nova Scotia

## Join our SummerArts Team! Assistant Centre Chef

*SummerArts at Ross Creek is the place to be! With hundreds of visitors over the summer, from 5 year olds discovering the world of art for the first time, to professional artists and audiences, it is a dynamic and exciting community. We take education and entertainment through the arts seriously, with a focus on creating a magical arts experience for all of our Ross Creek Community, from the small child coming for a day program to a professional actor living onsite for the summer to the audience member from overseas. You can be part of that, and have a fabulous summer laughing, making lasting friendships and making memories.*

Ross Creek believes in providing locally produced, high quality, broad appeal food. We have a seasonal menu, which takes advantage of our substantial organic gardens, and we work with local suppliers whenever possible to provide excellent nutrition, taste, and education about healthy and delicious local food. We are looking for an assistant chef who is dynamic, interested in using local produce, loves being part of a team and working with volunteers. The successful candidate must be able to work early mornings and bake as well as being extremely clean and organised.

### Responsibilities and Duties:

- Assist with the preparation and of three daily meals and snacks for 40-100 people depending on the program, including research into and catering to dietary limitations and allergies whenever needed.
- Ensure that all kitchen and food service areas meet and or exceed the standards set out by Ross Creek and the Food Safety Section of the Department of Agriculture, ensuring all those under supervision do the same.
- Supervise or Set up and clean up dining hall before and after each meal
- Wash dishes and flatware after each meal
- Bake for camp and theatre
- Assist in kitchen whenever needed
- Promote and maintain RCCA policies and procedures
- Create and maintain a positive kitchen environment
- Assist head chef
- Supervise and mentor junior counsellors and counsellors-in-training
- Maintain meaningful communication with camp staff, instructors and families
- In conjunction with other staff, ensure cleanliness and safety of all camp areas
- Be an ambassador at all times for Ross Creek and Two Planks and a Passion

### Requirements:

- Criminal Background & Child Abuse Registry checks
- Food handlers safety certificate
- Experience in a commercial kitchen or in making food for the public

### Assets:

- Standard First aid and CRP class C certificates
- Experience working with youth and children

### Position Details:

Work is onsite at the Ross Centre for the Arts, close to Canning, Nova Scotia. Work is from 6 am to 2 pm.

### Salary:

Weekly salary to be negotiated, plus onsite meal plan and rustic cabin accommodations for the summer unless local.

### To Apply:

Fill out summer staff form and submit with cover letter, resume and letter of reference to the address listed on form.



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## Summer Kitchen Staff Application Form

### 1. Personal Information:

Name:		Phone		Cell	
Email					
Address:					
City:		Prov/State		Postal code:	

### 2. Position:

Paid Position:

<input type="checkbox"/> Assistant Camp Director	<input type="checkbox"/> Recreation Manager	<input type="checkbox"/> Camp Counsellor
<input type="checkbox"/> Camp Cook	<input type="checkbox"/> Assistant Centre Cook	<input type="checkbox"/> Picnic Coordinator
<input type="checkbox"/> Gardener Educator		

Volunteer Position:

*(while there are not paid, they are treated as jobs and require a commitment and contract which sets out expectations and parameters)*

<input type="checkbox"/> Camp Artist in Residence	<input type="checkbox"/> Junior Camp Counsellor	<input type="checkbox"/> Kitchen Hand
<input type="checkbox"/> Community Life Assistant	<input type="checkbox"/> Counsellor in training	<input type="checkbox"/> Gardener

### 3. Dates:

Camp operates both day and overnight sessions during the summer and paid camp staff must be able to work at both to be considered. Are you able to work the whole summer at overnight camp at minimum from June 25 to August 31 (annual contracts may vary)?  Yes  No

Are there dates that you require to be off for long standing events?  Yes  No

If yes, please list:

### 4. Education:

Please list any applicable education, especially at the post-secondary level.

INSTITUTION	PROGRAM	YEARS ATTENDED



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### 5. Training & Experience:

1. Have you attended a First Aid / CPR Training Course?  Yes  No
2. First Aid Level                      CPR Level                      Date
3. Do you have previous experience working in a kitchen?  
 Yes                       No

Why would you like to work at Ross Creek? *(IF YOU REQUIRE ADDITIONAL SPACE PLEASE ATTACH ON A SEPARATE SHEET)*

What strong personal characteristics you would bring to the Ross Creek kitchen?

**FOR YOUR APPLICATION TO BE CONSIDERED, YOU MUST INCLUDE:**

1. **Completed Application Form**
2. **CV/Résumé**, highlighting artistic interests and experience with children
3. **A Letter of Reference** from an arts instructor, a previous employer or a community leader who can discuss your skills and why you would be good assistant chef.

**Please mail, e-mail or fax your completed application to:**

**Camp Director**

ROSS CREEK CENTRE FOR THE ARTS  
BOX 190, CANNING, NOVA SCOTIA, B0P 1H0  
education@artscentre.ca

Fax: 1-902-582-7943 Phone: 1-902-582.3842

**All applications must be in our office by February 28 to be considered.**

**Arts • Passion • Wonder**