



FLETCHER ACADEMY

A Ministry of FAI

Overview of Role

<u>Position:</u>	Food Service Associate - Weekdays and Rotating Weekends	<u>Department:</u>	Fletcher Academy
<u>Class:</u>	Part-Time Regular, approx 35 hrs/wk	<u>Wage:</u>	DOE, \$17 - \$20/hr. starting wage
<u>Status:</u>	Hourly Non-Exempt	<u>Reports to:</u>	Food Services Director
<u>Notes:</u>	May be seasonal; August - May	<u>Revised:</u>	10/13/2025

Our Mission:

We are a growing community of believers operating schools, ministries, and businesses in harmony to educate youth to have a transforming influence on the world as disciples of Christ.

Our Vision:

To graduate students with the highest standard of intellectual and moral culture and thus be the leading sustainable educational model and resource for Christian leaders.

Why (Supports Mission & Vision in the following ways):

- The Fletcher Academy (FA) Cafeteria and Dining Hall is at the heart of the academic program. FA students and FAI employees have access to meals daily (while school is in session). The Cafeteria Dining Hall includes the *Hansen Room*, which is used frequently for meetings as arranged by FAI leadership, faculty, and student groups. The FA Cafeteria's mission is to provide an appetizing presentation in addition to using fresh, tasty, and nutrition-packed ingredients to encourage a strong and healthy lifestyle. We support local farms by using fresh produce, when available.
- Working for Fletcher Academy Cafeteria is a ministry, not only in nutritional services but also in being a part of the student work program. This gives the opportunity to teach the fundamentals of work ethic and Christian teamwork. The right team fit will have a heart for serving our Creator God, the foodservice industry, and working with youth.



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How (Essential Duties and Responsibilities):

- **Covers a Standard and Flex Schedule;** cooking for weekday meal shifts; also includes some weekend meal coverage in a rotation with others.
- **Skilled in large-scale meal prep;** prepares vegetarian/vegan/and allergen-free meals for (up to) an average of 150 persons per service; is efficient in time management to produce large quantities and catered-style food service line set-up for time-sensitive meal services.
- **Customer service skills** in cafeteria-style and/or buffet service.
- **Competent** in reading/following written recipes and verbal instructions.
- **Models a strong work ethic as a working supervisor,** who serves where needed while supervising student labor; ensuring that meal preparation, dishroom activities, and dining room cleanup tasks remain on track to their completion.
- **Focused and motivated** to stay productive, in addition to encouraging a high level of engagement of student labor. Has an eye for detail in maintaining all health inspection standards, overseeing kitchen organization, food stocks, and overall sanitation and cleanliness.
- **Thrives** in a fast-paced environment.

What (Qualifications):

- High school diploma or equivalent required. Strong basic math skills, and excellent verbal and written communication skills also required.
- Must have commercial/cafeteria foodservice experience with a positive record of service.
- ServSafe certification (or ability to obtain within 90 days of hire).
- May stand, walk, stoop, or perform manual physical labor of varying intensity for extended periods. Lifting requirements < 40 lbs.
- Able to handle a high-paced work environment, and make efficient supervisory decisions.

Who (Reports to / Supervises):

- Reports to the Fletcher Academy Food Services Director; will supervise student employees and potentially, volunteers.

Expectations:

- Commit to our Shared Mission
- Bring Your Best
- Communicate Clearly and Openly
- Assume Positive Intent
- Support One Another