

Job Description for Kitchen / Housekeeping Manager  
Land Between The Lakes Association

Job Title: Kitchen / Housekeeping Worker

Position Classification: Non-Exempt Seasonal

Position Function: Position performs food service and housekeeping function performed at the Brandon Spring Group Camp on Land Between the Lakes National Recreation Area

Job Relationships:

Position is employed by Land Between The Lakes Association which is a partner with the USDA Forest Service in operation of Land Between the Lakes National Recreation Area. Standard employer and employee relationship exists.

Supervises: None

Supervised by: Kitchen / Housekeeping Lead supervises and directs the work of this position

Functions, Duties and Responsibilities

General Duties (individuals perform some of the duties as described below):

- Performs food service/ housekeeping operations and day-to-day operations of the kitchen.
- Completes the duties of a line cook when needed and is capable of performing the duties of all kitchen positions.
- Ensures products are stored at the correct temperatures.
- Performs duties as serving line attendant during meal times for visitors.
- Performs duties in clean up of kitchen, serving line, dining room, and dish room.
- Provides housekeeping and laundry services as assigned to various buildings based upon occupancy of facilities.
- Maintains proper cleanliness standards for facilities (dormitories, sleeping areas, education spaces, group meeting spaces).
- Adheres to facility policies regarding operations.

Qualifications:

General:

Normal Operations require 6-8 hour shift when groups are present for facility operations. After season ends, flexible schedule is possible. Requires ability to work a flexible schedule.

Must be able to demonstrate work history with professional behavior, reliability in work schedule and performance, and dependability.

Qualification and skills required:

- Customer service
- People friendly manner around customers, fostering teamwork, and giving feedback
- Self-motivated with a high energy level
- Verbal communication

### Education, Experience, and Licensing:

- High school diploma or GED required.
- 3+ years of hospitality-related experience desired.
- 1+ years of kitchen or housekeeping experience expected.
- Current food handler's card and other certifications is preferred but not required.

### Working Conditions

Physically able to lift 75 pounds. Must be able to pass child abuse and criminal record checks.

Physically able to work within 4 buildings within ¼ mile separation at most during work day with movement in out of doors between buildings a requirement.

For Consideration Applicants should send a Cover Letter explaining why this applicant is ideal of the job, Resume showing past relevant work experience, and at least 3 work references to the Director of Operations, Land Between The Lakes Association (Jim Taylor) at 345 Maintenance Rd, Golden Pond, KY 42211 or by email to [jtaylor@friendsofbl.org](mailto:jtaylor@friendsofbl.org)