



JOB DESCRIPTION: Culinary Support Specialist

The Downtown Boxing Gym Youth Program (www.dbgdetroit.org) is a nonprofit after-school program for students ages 8-18. Through education, athletics, mentorship and intervention, the Downtown Boxing Gym (DBG) empowers Detroit students to become positive and productive members of society.

DBG is seeking a **full time** cook to assist in creating delicious and nutritious meals for students and staff as part of the Health and Wellness Program. This role reports directly into **Molly Mitchell, Associate Director of Culinary Arts**.

If interested please submit a cover letter and resume to Molly Mitchell at mmitchell@dbgdetroit.org

COMPENSATION

Job Type: Full-Time (40 hrs/week)

Schedule: Monday - Friday 11 AM - 7:00 PM, team meetings every other week from 7:00-8:00 PM

Pay: \$18.00-\$20 per hour

Benefits (full time only): All full-time employees are eligible to receive healthcare benefits, paid time off, 401(k) with company matching and company paid short-term disability coverage

RESPONSIBILITIES

- Cook meals for 100+ staff and students Monday - Friday
- Contribute to meal planning
- Track inventory
- Receive orders and document in our system
- Adhere to food safety standards
- Teach cooking classes from time to time
- Interacting with students in a meaningful way and aligning mentorship to the DBG Mentoring Methodology
- Proactively design and deliver all needed projects within agreed upon time frame. Recognize that project direction and timing may change in response to the outside environment.
- Align all work to department annual V2MOM
- Other responsibilities may be assigned as DBG strategic direction and/or role changes occur

QUALIFICATIONS

- Cooking experience in a high volume setting strongly preferred
- ServeSafe certified or willingness to get certified within 30 days of start
- Knowledge of basic cooking techniques
- Knife skills
- Ability to follow recipes
- Ability to communicate clearly and effectively



- Comfortable working with computers, technology, and data systems
- Ability to work collaboratively with team members, volunteers and others
- Clear and effective verbal and written communication skills for a variety of audiences
- Experience working with a diverse and high-needs student population
- Time management skills required
- Organizational skills required
- Be respectful of all staff, students, family and our community
- Able to rapidly adapt to changing situations

**At DBG we go above and beyond,
not because we have to, but because we want to!**