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Food Service Manager Summer Position

Overview

Surf Camp, Inc. seeks a detail-oriented and dynamic **Food Service Manager** to oversee all aspects of food service operations for our summer programs. This includes meal planning, purchasing, preparation, customer service, sanitation, personnel management, and record-keeping. The Food Service Manager is responsible for providing nutritious, well-prepared meals and snacks for campers, staff, and guests while minimizing waste. Applicants should have a passion for conservation, enjoy working with teens, and thrive in a collaborative, fast-paced environment.

Skills & Qualifications

Minimum Requirements

- ❖ At least 21 years of age.
- ❖ Experience in institutional or large-scale food service operations.
- ❖ Strong knowledge of food service management, including inventory, budgeting, preparation, and kitchen equipment operation.
- ❖ Experience accommodating special dietary needs.
- ❖ Ability to work within a budget and efficiently procure supplies.
- ❖ Supervisory experience in a food service setting.
- ❖ Current certifications in **ServSafe**, **CPR**, and **First Aid** (or ability to obtain).
- ❖ Ability to maintain energy and stamina during long workdays.
- ❖ Strong communication, decision-making, and organizational skills.
- ❖ Enjoys working with teens in a residential camp setting.
- ❖ No conflicting summer commitments (e.g., travel or other work).
- ❖ Ability to pass a government background check.
- ❖ Reliable cell phone access.

Desired Skills

- ❖ Associate's or Bachelor's degree in Culinary Arts or related field.
- ❖ Bilingual in English and Spanish.

Key Responsibilities

The **Food Service Manager** will lead meal preparation and kitchen operations for Surf Camp's overnight marine biology and surf camps for teenagers. Responsibilities include:

Meal Planning & Preparation:

- ❖ Oversee planning and preparation of nutritious, appealing meals, snacks, and packed lunches.
- ❖ Prepare and cook food using a variety of methods (e.g., baking, boiling, broiling, steaming).
- ❖ Ensure timely service of meals and maintain proper food temperatures.
- ❖ Plan and prepare special dietary meals.

Inventory Management & Kitchen Maintenance:

- ❖ Manage food supply and kitchen equipment inventories effectively.
- ❖ Regularly inspect kitchen equipment and arrange timely repairs or replacements.
- ❖ Maintain a high standard of cleanliness and sanitation in the kitchen and dining areas.
- ❖ Minimize food waste through effective portioning and reuse strategies.
- ❖ Adhere to health code regulations and ensure all staff comply with safety standards.

Staff Supervision:

- ❖ Hire, train, and manage kitchen staff, including scheduling and task delegation.

- ❖ Conduct regular performance evaluations and provide constructive feedback.

Collaboration & Camper Engagement:

- ❖ Work closely with camp leadership to align food service operations with program needs.
- ❖ Support staff orientation and training sessions.
- ❖ Engage with campers and staff to foster a welcoming, inclusive dining environment.

General Camp Support:

- ❖ Assist with daily setup and breakdown tasks.
- ❖ Follow proper emergency protocols when necessary.
- ❖ Serve as a positive role model for campers and staff.

Physical Requirements

- ❖ Stand for extended periods (up to 8 hours) with some walking, bending, and reaching.
- ❖ Lift/move items up to 35 lbs regularly and occasionally up to 50 lbs.
- ❖ Work flexible hours, including evenings, holidays, and weekends.
- ❖ Operate in a moderate to loud noise environment indoors.
- ❖ Meet visual requirements for close and distance vision.

Compensation

- ❖ Competitive salary commensurate with experience.
- ❖ Ocean-view accommodations and meals during the summer program (valued at \$2,000).
- ❖ End-of-season performance bonus available.
- ❖ Access to professional discounts and training on camp-specific procedures.

Position Duration

Programs run from early June through early August on Topsail Island, NC. Mandatory staff training takes place at the end of May.

About Surf Camp, Inc.

Since 2001, Surf Camp, Inc. has been a leader in learn-to-surf and marine science adventure camps. Guided by our core values of **Safety, Learning, and Fun**, our mission is to foster a love and respect for the ocean while building confidence and inspiring “stoke” in our participants.

Visit wbsurfcamp.com or seaturtlecamp.com for more information.

“Our mission is to cultivate a love and respect for the ocean by building confidence, developing character and inspiring stoke through safety, fun and learning”.