



Pilot Mound Hockey Academy

Food Services: Cook

Job Description

The Pilot Mound Hockey Academy (PMHA) is an academic based, 10-month hockey school; located in Pilot Mound, Manitoba, Canada and is home to 80 male and female student athletes, ages 13-18, who live in dormitory style accommodations.

Reporting to the Director, Student Life, the Food Services: Cook position is a full-time salaried position from August 15th to July 15th each year and is responsible for preparing for student athlete arrival in August, providing timely, nutritious, and delicious food for all PMHA student athletes from September to June, and then for annual inventory and kitchen clean up in July.

In addition to providing excellent meals, the Food Services: Cook will contribute to PMHA's values and culture by ensuring a safe, healthy, and engaging student athlete atmosphere and experience.

The Food Services: Cook will be a caring, energetic member of the Pilot Mound Hockey Academy Team, demonstrating a passion for cooking high quality and nutritious meals and snacks that properly fuel elite athletes. This person will be organized and have excellent interpersonal and communication skills. This person must be resilient and reliable, while demonstrating an ability to build a strong community culture within a residential environment who demonstrates sound judgment and thoughtful and informed decision-making.

Duties and Responsibilities:

From July to August:

- Complete an inventory of all kitchen items, including but not limited to equipment, tools, supplies and food
- In collaboration with the Director, Student Life and/or PMHA General Manager, participate in menu planning as well as food and supply ordering to ensure adequate supplies and food are on hand prior to welcoming student athletes back in September
- Prepare kitchen to welcome student athletes in September, including but not limited to ensuring all equipment and supplies are in good working order, the kitchen is clean and sanitized, and the kitchen is set up for adequate and efficient workflow
- Proactively escalate to Building Maintenance and/or the Director, Student Life any kitchen equipment or tool repair and maintenance needs to ensure repair and maintenance can be completed prior to welcoming student athletes back in September

From September to June:

- Participate in a shift rotation that includes 8–12-hour shifts throughout the week, including evenings and weekends
- Prepare all meals and snacks as set out by the established PMHA Food Services Menu that is geared toward properly fueling elite athletes
- Plan and prepare a variety of baked goods and desserts throughout the week that are geared toward properly fueling elite athletes



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- Plan and prepare for next day(s) meals and snacks as set out by the established PMHA Food Services Menu
- Plan and prepare meals and snacks for team travel
- In collaboration with PMHA coaches and the Director, Student Life, adapt mealtimes to suit game and travel schedules
- Proactively ensure a clean, tidy, and organized kitchen at all times
- Participate in regular menu planning as well as food and supply ordering
- Work collaboratively with other Food Services: Cook(s) and Food Services: Assistant Cook(s) to ensure the kitchen runs efficiently, effectively, and with adequate meals, snacks, ingredients, and supplies
- Proactively escalate to Building Maintenance and/or the Director, Student Life any kitchen equipment or tool repair and maintenance needs

Throughout the Year:

- Continue to expand professional knowledge of elite athlete nutrition and recipe ideas to ensure the menu remains varied, nutritious, and geared toward properly fueling elite athletes
- Other duties as assigned by the Director, Student Life and/or PMHA General Manager

Qualifications:

- High school diploma or a G.E.D. required
- 2+ years' experience in food preparation and/or restaurant industry
- Valid and current Food Handler's Certificate
- Strong knowledge of proper food handling procedures
- Able to read and follow standardized recipes
- Ability to communicate to student athletes and PMHA staff with social sensitivity, courtesy, and tactfulness
- Provide a supportive, inclusive community for student athletes to live, learn and flourish
- Demonstrated ability to work within a team environment
- Demonstrated understanding of student athlete needs and experiences
- Must be a caring, energetic individual with a love of working with adolescents
- Excellent verbal communication
- Strong interpersonal, organizational, and problem-solving skills
- Comfort in working within a multicultural environment
- Familiarity with technology and social media applications is considered an asset
- Provide a current Criminal Record and Child and Adult Abuse Registry check

Last Updated: Dec 7, 2022