



Yarmouth Community Services

“Creating Community through people, parks and programs”

2021 Job Description

LUNCH CRUNCH – Summer Food Program Kitchen Prep/Food Delivery Runner (up to 2)

Nature of Work

Responsible for helping to prepare and organize meal orders. Also required to assist with meal delivery to individual family homes. Duties are performed under the direction of the Lunch Crunch kitchen supervisor, and the Community Services Lunch Crunch coordinator.

Employment Period

- Dates: 8 weeks; every Monday, Wednesday, and Friday from June 21st through August 13th. Program could extend for an additional 2 weeks and run through August 27th. Additional program dates will be determined at a later date.
- Hours: averages 10-15 hours per week; scheduled to accommodate program and length of delivery time. Program hours will start at 8:00am and run until the deliveries have been completed (estimated around 12:30/1:00pm each day)
- Rate of pay: \$13/hour

Desirable Training and Experience

- Skills in organizing a large number of items
- Ability to work effectively with adults and students
- Ability to communicate both orally and in writing

Requirements of Work

- Willingness to learn food preparation procedures and basic food safety concerns
- Assist with accurate meal counts while preparing for upcoming days
- Assist with accurate meal tracking while delivering to families
- Assist with proper sanitation in the kitchen and delivery vans
- Directs any citizen/parent food related complaints & inquiries to the proper supervisor
- Reports all accidents and safety related concerns to supervisors
- Performs other related work as assigned

Typical Physical Requirements

- Frequent standing, bending, sitting, walking, running, and lifting
- Ability to lift up to 25lbs.
- Verbal communication
- Hearing and listening skills
- Ability to wear a mask the duration of shift

To Apply

Please submit YCS application, cover letter, and a list of two references to:

Yarmouth Community Services
c/o Lori Madden
200 Main Street
Yarmouth, ME 04096

Or by Email to: LMADDEN@yarmouth.me.us