

Union Street Charter School
Job Description
Food Program Server

I. JOB SUMMARY

The Lunch Program Server will join a team of people that are friendly and work together to reach the goals of the school. They will pick up snack and lunches from the Sunny Brae Cafeteria, serve the food to students, and wash the lunch trays and dishes. Hours are approximately Monday through Friday 9:30 to 1:30 on days that school is in session. Start date is ASAP. There is no school during thanksgiving week, Winter break, president's week or Spring Break or summer recess.

II. DIRECTING AUTHORITY

The employee is responsible to the Principal/Director. The Principal/Director shall evaluate the employee.

III. EXAMPLES OF DUTIES

- Maintain a clean and organized kitchen with regard to food safety and sanitation and Humboldt County Health Department standards.
- Report safety issues to Principal/Director as required.
- Interact with all students by directing and assisting them.
- Attend in-service trainings as required.

IV. QUALIFICATIONS

Have or be willing to get a Kitchen manager certificate at the expense of the school. Background in food preparation is desirable.

Ability to: Be dependable. Establish and maintain positive effective relationships with supervisors, staff, students, and parents. Organize time. Adapt to changes in schedule given special events and staff requests. Be a part of the school team. Learn school rules and be part of the general security of the school facility. Exercise discretion and confidentiality in regard to all matters involving students and school employees.

Some degree of physical ability is required of this position. Over time, the physical demands of any position are subject to change. Depending on the particular assignment, the person could be expected to:

1. Stand, sit, and/or move about for sustained periods.
2. Bend at the waist and reach overhead, above the shoulders, and horizontally.
3. Lift and carry weights up to 25 pounds.
4. Be flexible to the changing needs of the school.

To apply, please submit a [classified application](#) to:

Rea Erickson, 470 Union Street, Arcata, CA, 95521, or email to office.unionstreet@gmail.com

The 2024-25 pay rate is \$17.03-\$18.93 per hour.

Benefits:

This position includes 10 prorated paid holidays per year, sick leave accrued at 1 hour for every 30 hours worked, and vacation accrued at 1 hour for every 40 hours worked. The school will pay a prorated portion of the cost of healthcare if the employee works more than .65 FTE.