

## **Cook Position:**

**\$1500 sign-on bonus (Full-Time only)**

There are a lot of ads looking for your services in this field. But if you are really looking for a place that puts residents first and values you as both a person and as a staff member, Friends Care Community (FCC) is the place for you. If you are looking to make a difference, feel great about the work you are doing, are purpose driven, and have a passion to help and service others, you HAVE to look into Friends Care Community in Yellow Springs.

- Review menus prior to preparation of food.
- Inspect special diet trays to assure that the correct diet is served to the resident.
- Coordinate food service with other departments as necessary.
- Work with the facility's dietitian as necessary and implement recommended changes as required.
- Ensure that all food procedures are followed in accordance with established policies.
- Ensure that menus are maintained and filed in accordance with established policies and procedures.
- Assist in establishing food service production line, etc., to assure that meals are prepared on time.
- Process diet changes and new diets as received from Nursing Services.
- Participate and assist in departmental studies and projects as assigned or that may become necessary.
- Prepare meals in accordance with planned menus.
- Serve food in accordance with established portion control procedures.
- Prepare and serve bedtime snacks.
- Review care plans to assure that current food information is consistent with food served.
- Prepare and serve substitute foods to residents who refuse food served.
- Ensure that safety regulations and precautions are followed at all times by all personnel.
- Assist/direct daily or scheduled cleaning duties in accordance with established policies and procedures.
- Ensure that food and supplies for the next meal are readily available.
- Recommend to the Director of Food Services the equipment and supply needs of the department.
- Maintain confidentiality of all pertinent resident care information, including protected health information.
- Assist in serving meals as necessary and on a timely basis.
- Assist in food preparation for special meals, for parties, etc.
- Additional duties as assigned.