

# ATLANTIC JAMBOREE 2020 - POSITION DESCRIPTION

## — FOOD SERVICES MANAGER —

### ACCOUNTABLE TO:

Jamboree Chair & Event Manager

### SHARES RESPONSIBILITY WITH:

The entire of jamboree team.

### APPOINTMENT:

Appointed by the Jamboree Chair's for the period of time leading up to, during, and shortly after the jamboree.

### TIME REQUIRED:

5 hours per week, increasing once the jamboree date is nearer. In addition to a monthly jamboree team meeting, which may increase in frequency as the jamboree date gets nearer.

### ROLE:

The Food Services Manager looks after on-site food storage and distribution to both, participant sub-camps and to the OOS. They must also construct and distribute the menus. The Food Services Manager will also manage the Canteen.

### MAIN DUTIES & RESPONSIBILITIES:

- Coordinate Participant Food Supplies
- Coordinate OOS Feeding
- Manage Onsite Canteen
- Set up a food storage system onsite
- Construct Participant Menu with cooking tips
- Coordinate OOS Meal Times
- Collaboratively construct a budget for your department with the rest of the jamboree team
- Be accountable for your spending and work to stay within your budget

### IDEAL QUALIFICATIONS:

Managers should be enthusiastic, committed to Scouting and possess a positive attitude. All managers should have the time available to excel in this role.

### RECOMMENDED SKILLS:

- Communication
- Time Management
- Planning
- Teamwork
- Leadership

### BENEFICIAL KNOWLEDGE:

- Scouts Canada's Programs and Resources
- By-laws, Policies and Procedures
- Scouts Canada's Mission
- Scouts Canada's Five Priorities

