



## MASHGIACH/PREP COOK JOB DESCRIPTION

Job responsibilities include the following:

- Responsible to the Site Director, Executive Director and Rabbi Adler at the Hartford Kashrut Commission. <http://www.hartfordkashrut.org/>.
  - Supervise the overall Kashrut in the kitchen, this includes being present in the kitchen while all meals are being prepared and served
  - Responsible for enforcing the Kashrut standards of the Hartford Kashrut Commission.
  - Checking and preparing of food items including certain vegetables, lettuce etc...
  - Helping out in kitchen when appropriate/needed. This could include things like chopping vegetables and prepping food in other ways.
  - Turning on all ovens and stoves (lighting pilot lights)
  - Checking that all products delivered by our food vendors are Kosher, and have the correct Hashkacha that the camp maintains/
  - Washing of lettuce, checking eggs for blood.
  - Making sure composting and recycling happens in the kitchen.
  - Kashering of kitchen utensils, pots, pans, silverware, plates, cups etc. when necessary
  - Train and supervise all kitchen staff and dining room staff members in Kashrut in the kitchen and dining room
  - Opening and closing up of the kitchen each day. This may require opening the kitchen as early as 6:30 and closing it as late as 10:30, though usually the kitchen closes by 9:00.
  - Taking time off during the day as needed – leaving the kitchen for up to an hour at a time for breaks – but allowing the kitchen to remain open. You will decide when and how many breaks to take during the day. Days are long, so you must pace yourself. **You are expected to actually be in the kitchen 10 hours per day.**
  - **While in the kitchen and not performing mashgiash duties, you are expected to help out in any of the following ways:**
    - **Prepare food under the supervision of the Exec Chef and Sous Chef**
    - **Help clean and organize kitchen as needed**
    - **Help put away, label and organize food that goes back into the walk-in after meals**
    - **Help put away food orders**
    - **Fill in for sous-chef in emergencies**
- These responsibilities will collectively take up about 6 hours per day.**
- Checking the Eruv around the retreat center before Shabbat and fixing it if it is down.

As a member of the staff and a part of the retreat center community, you may occasionally be asked to work outside of your job description.

**Compensation:** \$85 per day plus room, board and tips (for groups that give them). You will have a room in a staff house with a shared bathroom. Work weeks are generally 5-6 days per week, with most days being 6 days. A substitute mashgiach will cover for you on your days off. If the retreat center is unexpectedly closed for any reason, you will not work nor will you be compensated for those days

Please note that Freedman vehicles are not available for personal staff use including pickups at the train station.

Isabella Freedman is a pluralistic progressive Jewish organization which values and celebrates many ways of being Jewish. Mashgiach should be an individual who feels comfortable in this type of setting.

**Length of Contract:** August 27, 2008 through February 15, 2009. Shorter stays will be considered.

All employees at Isabella Freedman are at-will employees and may be terminated at any time for poor performance.

**To Apply:** Email cover letter and resume to Adam Berman at [Adam@isabellafreedman.org](mailto:Adam@isabellafreedman.org).