



## SUSTAINABILITY CHEF

*Full Time – Hourly*

The job of the Sustainability Chef is to help oversee and manage the reduction of food waste in the kitchen. Assisting with prep and utilizing product created by food scrap, leftovers and prohibiting spoilage of all food products. Responsibilities include organizing and directing the processes necessary to provide a clean, professional, high quality, and high volume catering kitchen and onsite. The position reports to the **Chef de Cuisine**.

### FOOD HANDLING / PRODUCTION

- Prepare and present food in creative ways that meets or exceeds Chowgirls standards.
- Ensure MN Health Department food safety standards in all stages of prep, storage, and transport.
- Assist with trouble-shooting during recipe development.
- Maintain Chowgirls sustainability standards.
- Check orders in and keep walk-in, freezers, and dry storage organized.
- Must be able to work on your feet for at least 8 hours and able to lift at least 50 pounds.

### STAFF MANAGEMENT

- Manage kitchen staff and assist in training and disciplinary actions.
- Oversee staff's execution of all food production.
- Maintain the Chowgirls standards of service.
- Delegate production of items to kitchen staff in a standard organized manner.
- Assists in Kitchen Coalition management.
- Act as a role model in the kitchen with their professionalism and experience.

### FOOD WASTE MANAGEMENT

- Track production and waste for all Chowgirls brands and initiatives, including Kitchen Coalition (KC).
- Assist with local purchase tracking.
- Help management and the kitchen decrease waste.
- Track and find ways to repurpose returned food.
- Research and recommend new sustainable and local farms and vendors.
- Assist management with trouble shooting overproduction on menu items.

- Keep walk-in, freezers, and dry storage organized.
- Ensure product is utilized before spoiling.
- Pickle, preserve, and freeze food before spoiling.
- Suggest ways for the chef team to cross-utilize ingredients.
- Understand what is needed for KC food production.
- Create and plan daily staff meals.
- Assist in allocating food for staff meals when not present/days off.
- Serve as point person for Garnish Garden, collaborating with lead gardener and occasionally harvesting.
- Prepare Garnish Kits and re-allocate garnish from returned kits.
- Innovate new sustainability practices and systems.

## **COMMUNICATION**

- Communicate with Chefs for daily duties and projects needed for time allotment and any needs for delegation.
- Present a professional positive attitude among coworkers, vendors, and with clients.
- Communicate all necessary information to the kitchen staff.
- React positively and proactively to change and adversity.
- Act as a role model in the kitchen with their professionalism and experience.

## **HUMAN RESOURCES**

- Maintain employee privacy at all times.
- Keep all Chowgirls information confidential including: internal documents, policies, procedures, recipes, and customer/venue/vendor information.
- Maintain general knowledge of Chowgirls handbook, history, values and vision.
- Always promote Chowgirls in a positive light at the office, on social media, and in the community

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*Employee Signature*

*Date*

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*Manager Signature*

*Date*