

Camp Tapawingo

“A place of happiness”

CASUAL EMPLOYMENT CONTRACT

This is a contract between

CAMP TAPAWINGO, TAMARACK PRESBYTERY

and _____

for the position of CAMP FIRST COOK.

The salary will be _____, less deductions (UIC, CPP, taxes) includes holiday pay for the duration of this contract as stated below. This amount includes payment for days off during this period. There will be a charge for dependants on a per diem basis.

If this contract is terminated prior to the specified termination date, the employee will be paid on a pro-rated basis. Employment will commence on _____ and terminate at the completion of the camps on _____.

JOB DESCRIPTION

1. The Camp First Cook will answer to the Camp Director of Camp Tapawingo. In the absence of the Camp Director, the First Cook will answer to the temporarily-appointed person.
2. The Camp First Cook shall plan all meals in accordance with the Canada Food Guide.
3. The Camp First Cook shall prepare all meals.
4. The Camp First Cook shall order all food and kitchen supplies as needed in consultation with the Camp Director.
5. The Camp First Cook shall arrange food for cook-outs.
6. The Camp First Cook shall help guide the campers in the a Christian Camping Community.
7. The Camp First Cook shall maintain an up-to-date inventory of all food, kitchen supplies, and kitchen equipment.
8. The Camp First Cook in consultation with the Camp Director and Nurse, shall be responsible for maintaining sanitary conditions in the kitchen, dining and food storage areas.
9. The Camp First Cook is expected to be supportive of all aspects of our church camping program conducted by the program staff.
10. The Camp First Cook and Assistant Cook, in conjunction with the Camp Director, shall maintain the lounge for use by all staff and volunteers.
11. The Camp First Cook shall adhere to the standards and goals relating to programming as

outlined in Appendix A: “Camp Tapawingo Standards and Purpose”.

12. The Camp First Cook shall adhere to the dissemination of all administrative information and disciplinary actions, between the various staff groups and between the Camp Committee and the staff groups, as prescribed in Appendix B: “Camp Tapawingo Organizational Chart”.

EMPLOYMENT AGREEMENT

1. I have familiarized myself with Appendix A: “Camp Tapawingo Standards and Purpose”, and Appendix B: “Camp Tapawingo Organizational Chart”, as set down by the Camp Committee of Prince Albert Tamarack and will abide by them.
2. I want to dedicate myself to God and to the people I am called to serve. I accept and will pursue the Christian ideal of service.
3. I am willing to accept guidance relating to my position, which is deemed necessary by the Camp Director for the smooth operation of the camp.
4. I realize that I am called upon to be on duty twenty-four (24) hours per day, with specified time off as arranged by the Camp Director and the Camp Committee.
5. I accept the position of Camp First Cook. I realize that I am firstly the part of the camp staff directly responsible for all food services. I am aware that the service I am called upon to render, may change according to the situation and available camp person(s).
6. I will not keep nor abuse alcohol nor illicit drugs on the camp premises. I will cooperate with the Camp Director to ensure that drugs and alcohol are not used or kept by other staff or campers while at Camp Tapawingo.
7. This position is one of personal service with a high degree of interpersonal relationship with the staff, campers and the Camp Committee. It also places the employee in a position of trust in respect to campers and Camp Tapawingo property. Breaches of this trust shall constitute cause for dismissal.
8. I have familiarized myself with this contract and I am willing to accept the specified salary and all clauses contained herein.
9. A completed Appendix C: “Criminal Record Check Form” must be returned with the signed contract.

This contract contains seven (7) pages including Appendixes.

PLEASE SIGN AND RETURN ONE COPY OF THIS CONTRACT, AS WELL AS THE COMPLETED “CRIMINAL RECORDS CHECK”, POST MARKED WITHIN TWO (2) DAYS OF RECEIPT. KEEP THE SECOND COPY FOR YOUR OWN RECORDS.

Date

Employee Signature

Date

Camp Tapawingo Representative

