

# WLD RANCH JOB DESCRIPTION



## HOSTESS

*A Hostess at WLD Ranch is responsible for leading the waitress staff, preparing the dining room for meals, running the dining room during meals, cleaning restrooms and other facilities, and helping the Kitchen and Store Manager as needed.*

### QUALIFICATIONS:

#### A Hostess...

1. Has received Jesus Christ as Savior.
2. Is committed to being a servant of God and to developing godly character (Gal. 5:22-26).
3. Demonstrates Christian Leadership and responsibility.
4. Has graduated from high school and is between ages 18 and 25.
5. Is in good health and is physically able to navigate outdoor terrain including steep hills and uneven surfaces without assistance.
6. Is willing to accept responsibility and follow directions and guidelines.
7. Must be female.

### EXPECTATIONS:

#### A Hostess will . . .

1. Attend all required **Staff Training** sessions.
2. Abide by WLD Ranch **Staff Policies** and enforce them with the waitresses.
3. Carry out the assigned daily and weekly duties.
4. Attend all meetings and participate in the camp program as schedule permits.
5. Lead by example in following Staff Policies and completing tasks with a good attitude and a servant's heart to the glory of God.
6. Develop her own personal walk with God throughout the summer (Galatians 5:22-23).
7. Cultivate the spiritual life of everyone around her through Christ-like attitudes, actions, and speech.
8. Strive to maintain unity within the Kitchen Department and within the WLD Ranch staff as a whole, working in peace with others.
9. Conduct herself in a way that contributes to the mental, social and emotional well-being of everyone at WLD Ranch.
10. Conduct herself in a way that contributes to the safety of every person at WLD Ranch.
11. Contribute to a positive environment within the staff bunkhouse.
12. Practice personal cleanliness/hygiene and enforce cleanliness/personal hygiene of serving staff. (Food service hygiene includes short nails without polish, limited jewelry, and hair that is pulled back and contained.)
13. Be responsible to her supervisors according to the Chain of Command.

### TYPICAL DUTIES:

#### A Hostess will . . .

1. Participate in and/or lead daily devotions with the waitresses.
2. Manage the dining room before, during, and after meals.
3. Help in the kitchen when necessary.
4. Create a chore and Chuckwagon schedule for the waitresses and assist in completing kitchen and cleaning chores.
5. Serve as Store Manager if needed (or assist the Store Manager if the positions are separate).
6. Keep inventory of the paper products and report inventory to the Food Service Director weekly.
7. Greet cabins in the breezeway at each meal and dismiss them to their tables.
8. Maintain discipline within the section of girl staff housing (if also hired as a Bunk Supervisor).