

COOKS

Developing a meal plan is a good way to help create a positive chapter environment. Members whom eat together show a sign of chapter quality. The following are sample guidelines only—each alumni board will have its own specific requirements and duties. These should be clarified at time of hiring. Typically, the resident advisor is responsible for the supervising cook.

REQUIREMENTS

- Skill and experience in quantity cookery.
- An acceptance of position on a salary basis, not an hourly basis.
- Availability to prepare meals for additional functions, special events, etc.
- Maintain a neat and clean appearance. Wear a hair-cover and uniform at work.
- Present a food handler's health certificate.
- Operate the chapter's meal plan Monday through Friday (breakfast, lunch, and dinner).

DUTIES

- Prepare planned meals alone except when an assistant is assigned this duty.
- Breakfasts and lunches prepared alone.
- Dinners and special occasions prepared with assistants.
- Daily number of servings per meal varies with the size of the chapter.
- Monday evening, formal dinner.
- Special occasions—recruitment, alumni functions, parents weekend, etc.
- Supervises serving of food.
- Care of food supplies and leftovers.
- Advises resident advisor to quantity of food needed
- Develops menu suggestions for meal planning.
- Makes salads.
- Prepares vegetables.
- Prepares main entrées.
- Prepares desserts.
- Checks and stores groceries that are delivered each day.
- Checks delivery of kitchen laundry and cleaning supplies.
- Defrost and cleans refrigerator once a week.

Pay is determined by each alumni board, but generally cooks are paid \$375-\$650 per month, with an average of \$575.

CONDUCT & DRESS

For the considerations to be received and subject to the terms stated, the cook shall observe the following requirements:

- Dress and personal appearance shall be neat and clean.
- Kitchen and house rules, as determined by the chapter and alumni board, shall be posted and observed.
- Cook shall abide by Lambda Chi Alpha's "Statement on Chapter and Individual Responsibility."
- Abuse of alcohol or other drugs shall be grounds for immediate termination of employment without notice.
- Offensive conduct, refusal to perform duties satisfactorily, or refusal to obey rules shall be grounds for immediate termination of employment.

MISCELLANEOUS

An inventory of all equipment and furnishings and other items in the kitchen apartment should be taken and signed when the work begins in the chapter facility.