

**Position: Chief Cook and Dietary/Nutrition Specialist for DeSano Place Village and Lodge**

**Role:** This is a full-time, hourly-paid position. The candidate must be able to assess, direct, manage and evaluate the dietary needs of residents within a 32- bed assisted living and memory care community. This individual must have good communication and excellent cooking skills, and ensure that all meals are nutritious, tasty and visually appealing to residents and visitors alike. This position requires open-minded thinking, creativity, and willingness to adapt meals to meet the nutritional and physical needs of residents who may have special dietary, memory or physical limitations. This individual is responsible to INSURE residents receive enough food and fluids each meal and snack, including extra nutritional requirements such as increased fluids, when needed or ordered. This individual insures residents are fed by hand as needed, or are provided a tray if ill and room-bound, and in a timely manner by staff assigned to assist residents. This individual is responsible to order and obtain all foodstuffs for facilities that are required for menus on a weekly basis. This individual must obtain and hold a current Idaho Food handlers "Safe Serv" certificate. Position requires being on feet for at least 7 hours per shift, and ability to record information on laptop or tablet as needed each shift. This person is directly reportable to the administrator.

**Basic Requirements:** The candidate must:

1. Either prepare, or direct to have prepared, all meals and snacks offered to residents each day, in two facilities that are co-located.
2. Be able to make substitutions to meals while still maintaining a nutritious, balanced meal.
3. Be able to instruct AND train staff how to cook meals and prepare snacks according to a diet plan (regular, mechanical soft, diabetic, gluten-free, dairy-free, etc).
4. Be able to clearly delegate to select staff in what and how food items are to be prepared in advance of meals and snacks, and insure that this is being done correctly and as instructed.
5. Complete a weekly grocery list ensuring there is enough perishable and non-perishable foods on a weekly basis to meet each resident's unique needs, and as required in State Rules and Regulations.
6. Be able to communicate with staff regularly about resident likes and dislikes, allergies etc. and make changes to menus to accommodate menu substitutions or requests.
7. Be creative in making healthy snacks and desserts that may incorporate fruits and vegetables and low sugar options.
8. Possess an understanding of each resident's dietary requirements and be able to adapt the menu to include necessary changes to accommodate gluten-free, dairy-free, paleo, ketogenic, diets, etc.
9. Understand how to read nutrition labels and ingredients and utilize this information to ensure each resident receives appropriate nutrients, based on their unique needs, and communicate this to staff.
10. Must be able to lift up to 50 lbs. and have a current valid driver's license, and no infractions against such.
11. Must be able to pass a required Health and Welfare, and ISP criminal background check.
12. Shop for food and sundry items weekly at company-approved stores.

13. Be able to load/unload purchased items in company van, and date food, stock and organize each facility pantry, and ensure pantries are kept neat and clean.
14. Understand and use correct method of storing food and sundry items, including refrigerated items, and insures items are used before expiration, especially fresh produce.
15. Communicate and train all staff to ensure understanding of reading recipes and directions, and how to use food thermometers.
- 16: Train staff on portion control and amounts of products to use especially those that are costly.
17. Have a good understanding of how to use up leftovers and reduce as much waste in food as possible.
18. Be able to be economical in food choices while maintaining facility food preferences and quality, and in closing foods that are seasonal.
19. Insure all kitchen appliances or food prep and storage items are well maintained, and alert the administration immediately of any unsafe conditions, including worn out utensils.
20. Instructs, directs and evaluates the performance of a Cook's helper/s who will provide food preparation and delivery on days or hours the Chief Cook is not on duty.
21. Must be able to complete 8 hours of in-service training related to the dietary program, resident nutrition needs, special diets, supervision and management or any other in-service at the direction of the administrator.
22. Provide documentation, and direct staff do the same, regarding nutritional and hydration intake for each resident, each shift as instructed by the administrator.
23. Be able to complete additional duties, from time to time, as instructed by the administrator.

This is not a personal care-aide position. Preference will be given to an individual with at least one-year of culinary school training, or an individual with at least three-year's experience cooking in an institutional or restaurant setting.