

JOB DESCRIPTION

William J. Gould Associates, Inc

Roadside Store & Cafe Volunteer – Level I

Stipend, Room & Board, Health Insurance

This position is responsible to assist in the successful operation of the Gould Farm Roadside Store & Cafe. The Roadside Store & Café is a restaurant and store where the public and farm community can expect to receive high quality food and service as well as the farm products we market. Taking direction from the Manager or the Assistant Manager, this position is responsible to assist with the daily operations of the store and café. Must be willing to promote the values and spirit of Gould Farm, to actively participate as a member of the community and to continuously seek ways to improve, both self and function.

Specific Responsibilities include but are not limited to:

- Assist in overseeing the daily operation of the restaurant and maintaining the standards and expectations of excellence in work team performance and service.
- Plan, prepare and deliver menu items in a manner that reflects attention to quality and service.
- Maintain a clean, sanitary and safe work environment.
- Teach and coach guests assigned to the area, by offering supportive, developmental and challenging work assignments and recognizing accomplishments.
- Assist in ordering, stocking & organizing inventory such that shelves are always stocked with the products we sell and materials are readily available for menu preparation.
- Timely financial reporting on daily cash receipts, charges and inventory to the financial office.
- Support a work environment that is developmental and challenging for colleagues and guests and communicate regarding guest progress in the work program.
- General housekeeping tasks and sanitation procedures, including sweeping, washing floors and windows, cleaning café equipment and appliances, etc.
- Collaborate and participate with staff and guests to ensure harmonious and effective operation of the store and café.
- Make recommendations that will deliver budget goals and improve service to the community served by the store and café.
- Attend and participate at regularly scheduled staff and community meetings.
- Support other food service work teams, especially when the Roadside Store & Café is in a seasonal downswing.

Qualifications: This position requires a willingness to work in and some aptitude for food services, and the ability to work collaboratively as a team member. Excellent communication and organization skills and the ability to assist with the integration of community feedback into a continuous improvement initiative are essential.

We are currently reorganizing this program and seeking interested applicants for these types of Café/Store/Foodservice positions for the near future.

