

## FOOD SERVICES MANAGER

The Jones Center at Ichauway is currently accepting applications to fill the **Food Services Manager Position** in the Operations Department. The 28,500-acre research center is in southwestern Georgia between Albany and Bainbridge. The Center's research, education, and conservation programs focus on ecology and natural resource management. The site includes 16,000 acres of longleaf pine forests, over 1,000 acres of wetlands, and 26 miles of stream and river ecosystems. Further information can be found on the Jones Center's website [www.jonesctr.org](http://www.jonesctr.org)

**Job Requirements:** To ensure quality meals for guests of The Jones Center at Ichauway and assist in all areas of food procurement, food preparation, including knowledge of areas of food safety and maintaining cleanliness of all kitchens. Major Responsibilities include assisting the Guest Services Manager in supervising all food service and housekeeping staff. Food procurement and inventory management, menu planning, food production and safety. Communicate with Conservation staff on the planning of yearly planting of a vegetable garden and harvesting. Assist in other areas of operations department as needed. Responsible for reporting any maintenance repair issues to supervisor immediately. Perform other duties as needed or as assigned.

**Qualifications:** Professional training and experience preferred. A minimum of a high school diploma is required with at least 5 years of relevant experience in managing multiple employees. Must be highly competent in cooking a variety of styles of food. Must be highly organized in preparing quality meals and have experience in all aspects of managing a commercial kitchen. Must be computer competent and have experience with maintaining adequate inventory. Must be Serve Safe certified. Must have positive attitude toward guests and employees and be able to work well as a team member. Competitive salary with excellent hours and full benefits package. On-site housing is an option.

**To Apply:** Email a cover letter, resume, and list of at least three references with contact information to: [jobs@jonesctr.org](mailto:jobs@jonesctr.org) Subject: **Food Services Manager**. Questions regarding the position should be emailed to [terri.underwood@jonesctr.org](mailto:terri.underwood@jonesctr.org) . Applications will begin immediately and received until the position has been filled.

*The Jones Center at Ichauway aspires to fully embrace equity, diversity, and inclusion. We reject all forms of racism including overt and systemic, prejudice, discrimination or hate toward any race, ethnicity, culture, age, gender, sexual orientation, gender identity, ability, national origin, veteran status, socioeconomic class, religion, or professional status. The Jones Center at Ichauway is an equal opportunity/affirmative action E-Verify employer.*