



Job Title	Groundswell Team Member	Reports to:	Groundswell Director
Team:	Groundswell	FLSA Classification:	Non Exempt (Hourly)
Position Type:	Full Time	Hours per Week:	30+

ORGANIZATION OVERVIEW

Matthew 25 is a vibrant, growing non-profit organization. Our mission is to empower people to transform neighborhoods and we envision a thriving, connected community where people are valued, and talents are multiplied; where neighborhood families have access to safe, affordable housing and healthy food; and where youth are empowered through reading and the creative arts.

Matthew 25 is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.

To perform this job successfully, an individual must be able to perform each responsibility satisfactorily with or without accommodation. The requirements listed below are representative of the knowledge, skill, and/or ability to be successful.

ESSENTIAL DUTIES/RESPONSIBILITIES (include but are not limited to the following)

- Prep and cook to meet the needs of the Café, meeting and exceeding diner’s expectations in quality, and timing of meals.
- Thorough cleaning of the open kitchen and dining room.
- Maintain a clean and organized kitchen and dining room.
- Provide excellent customer service making visitors feel welcome and encourage repeat business.
- Assist and take direction from the Groundswell Director
- Maintain Linn County Public Health food safety standards.
- Recommend process improvements for increased efficiencies.
- Display and promote company values.
- Regular attendance as determined with your leader.
- Other duties as assigned.

SKILLS AND ABILITIES (include but are not limited to the following)

- Commitment to the organization’s mission.
- Caring about economically challenged people and neighborhoods.
- Desire and drive for your work to contribute to an inclusive and sustainable society.
- Strong written and verbal communication skills with prevalent professional demeanor.
- High ethical standards.
- Ability to work in a fast paced, rapidly changing, and regulated environment.
- Detail oriented.



- Ability to identify problems when they arise and resolve and/or notify appropriate personnel for support.
- Team player.
- Mathematical aptitude.
- Strong understanding of weights and measures

EDUCATION AND/OR EXPERIENCE (include but are not limited to the following)

- Education in culinary arts and/or previous experience in a related field preferred
- Food preparation experience preferred.

PHYSICAL REQUIREMENTS/ WORKING ENVIRONMENT

Work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Sit an average of less than 1 hour per day
- Stand an average of 3-4 hours per day
- Walk an average of 6-7 hours per day
- Required Movements:
 - Bend/Stoop – Occasionally (1-4 times per hour)
 - Reach above shoulder level – Occasionally (1-4 times per hour)
 - Pushing – Occasionally (1-4 times per hour)
- Weight Carried:
 - Up to 10 lbs – Frequently (5-24 times per hour)
 - 11-30 lbs – Occasionally (1-4 times per hour)
- Weight Lifted:
 - Up to 10 lbs – Frequently (5-24 times per hour)
 - 11-30 lbs – Frequently (5-24 times per hour)
- Hands Used for Repetitive Action:
 - Simple/light grasping (both hands) – Occasionally (1-4 times per hour)
 - Firm/strong grasping (both hands) – Frequently 5-24 times per hour)
 - Fine dexterity (both hands) – Frequently (5-24 times per hour)
- Job requires being around equipment commonly found in a kitchen. Safe practices required.



JOB DESCRIPTION ACKNOWLEDGMENT

By signing below, I acknowledge that I have read the Groundswell Team Member job description, understand the expectations, and am able to perform the essential duties and responsibilities necessary to successfully perform the job as described with or without reasonable accommodations.

I also understand that the job description may be changed at the discretion of the company at any time.

Signature

Date