

West Central Camping Association



Position Title:

- Kitchen Help of West Central Camping Association

Qualifications:

- Must be at least 15 years old.
- Complete the Youth Protection Program Director & Staff training videos & quiz annually
- Complete the Youth Camp Leader Role Description

Time Required:

- Applicants will be required to assist the West Central Camping Association's Camp throughout the duration of five separate group camps, including set-up and clean-up, with breakfast, lunch, and dinner. Hours are to be established by the Head Cook.

Location:

- Shakamak State Park, Jasonville, Indiana

Purpose:

- The purpose of the Kitchen Help is to assist the Head Cook with meal preparation and clean-up duties.

Position Reports To:

- Head Cook of the West Central Camping Association
- Camp Director of the West Central Camping Association

Responsibilities:

- Provide meal set-up and clean-up for approximately 250 people per camp group.
- Assist with camp set up and clean up, including proper cleaning of all kitchen appliances, utensils, and facilities.
- Wash tables after meals with bleach water.
- Sweep and spot mop as needed after each meal.
- Completely mop (changing water frequently) 1 or 2 times during each camp group.
- Mop the dish room and kitchen daily.
- Set cups on tables prior to lunch and supper for meals served indoors.
- Prepare and serve drinks. Adequate drinks should always be available to help in hydrating campers.
- Allowed to eat meals prior to the start of serving meals.
- Receive dishwasher instructions from the Head Cook on how to effectively and efficiently wash dishes, pots, pans, plates, trays, silverware, etc.
- Return dishes to the proper storage area and locations.
- Assist with the coordination of all meal planning and food preparation for breakfast, lunch, and dinner with proper instruction given by the Head Cook.
- Assists with implementing correct procedures for food receiving and storage, food handling and distribution.

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- Assists with food and supplies from storage areas, to meet daily menu requirements.
- Helps to check food service for portion control, serving temperatures, food quality, and sanitary procedures.
- Notify Head Cook of any equipment malfunction or issues that arise in completing daily tasks.
- Remove all trash to the dumpster, spray and clean trash cans as needed.
- Kitchen help are not permitted to be on their phones when assisting with any kitchen-related services.
- Follow all Federal, State, Purdue University, and local health and safety guidelines.
- Some duties may be reassigned and other duties may be assigned as required.

2026 Camp Schedule

- May 26 Camp Set-up 9:00am EST at Shakamak
- May 27 – May 30 – Group 1 (Parke, Vermillion, Putnam, Morgan, Shelby)
- May 31 - Day Off
- June 1 - June 3 - Group 2 (Johnson, Hancock, Hamilton, Marion)
- June 3 - June -5 Group 3 (Boone, Tipton, Hendricks, Montgomery)
- June 6- Day Off
- June 7 - June 10 - Group 4 (Vigo, Sullivan, Owen, Greene, Clay, Daviess)
- June 10 - Camp clean-up 9:00 am EST at Shakamak

Salary:

- \$595
 - Salary will be pro-rated for those hired who cannot work the entire 4-H Camp
 - Under certain circumstances, camp housing could be made available, as long as camp requirements provided by WCCA Personnel Committee are met.

Application & Deadline:

- Friday, May 1, 2026
- Apply at <https://bit.ly/WCCA26>

Contact Person:

Abby Morgan
Purdue Extension Montgomery County
400 Parke Avenue
Crawfordsville, IN 47933
765-364-6363
asweet@purdue.edu