

WORLD FELLOWSHIP CENTER

P.O. Box 2280
Conway NH, 03818
www.worldfellowship.org

Position: Dining Hall Hospitality

About The Organization:

World Fellowship Center is an intergenerational, educational, rustic retreat center in a camp-like environment that promotes peace and focuses on social justice programming. It is set in the spectacular natural beauty of New Hampshire's White Mountains. Since 1941, World Fellowship has been a hub of progressive activity in the Northeast and a space for brave and challenging conversations; a multigenerational vacation destination that offers regeneration of mind, body, and spirit beside a pristine woodland lake in the shadow of Mount Chocorua.

Mission and Vision

World Fellowship Center promotes social justice and connections between people, communities, and nature through education, recreation, and creative expression. We envision a world where people are deeply rooted in their shared humanity and the pursuit of justice.

World Fellowship Center is an equal opportunity employer - we encourage and celebrate diversity in all forms and are committed to holding a healthy, brave, collaborative space for staff and community.

Position Summary:

The Dining Hall Hospitality position is responsible for maintaining a friendly and welcoming dining hall experience for 30-100 guests and staff. This position collaborates with the Executive Director and other leadership positions and will include incorporating volunteers.

The Dining Hall Staff contract is from late June - mid September. Priority is given to candidates who will be available for that entire window.

Key Responsibilities:

- Oversee the dining areas, both inside and outside
- Setup and cleaning of dining areas for breakfast, lunch, and dinner in accordance with WFC and servsafe practices
- Ensure excellent hospitality as it pertains to food service. This includes opening meals on time, providing food and dietary information to visitors, and ensuring that additional portions and alternate meals are delivered.
- Oversee and enforce all health and safety practices in the dining room
- Maintain coffee, tea, and snack service throughout the day
- Openness with a focus on maintaining a friendly and courteous attitude while working in a customer service capacity

- Coordinate with the Office Manager so that meal counts, dietary information, and individual dietary restrictions are communicated to the kitchen and others as needed
- Support staff and volunteers assigned to Dining Hall services each day - this could include, for example, giving out assignments and overseeing quality
- Deliver & maintain food to buffet line, arranging additional portions with the kitchen as needed
- Deliver necessary items to support those dining in outside tent as needed
- Additional duties as assigned

Qualifications:

- Alignment with World Fellowship's mission and vision and a desire to work alongside a team striving for a more just world
- A hospitality mindset, with a desire to ensure that the needs of guests are met
- Comfortable involving volunteers in the work
- Strong communication and collaboration skills
- Time management skills and a desire for efficiency
- Ability to receive feedback while remaining collected and approaching interactions with a desire to problem-solve
- Communicate clearly and effectively, including in a dining room setting, with background noise
- Ability to move across campus, indoors and outdoors, multiples times per day including frequent stair use
- Lift and carry up to 50 pounds (including up to 25 pounds while ascending stairs)
- Have a current COVID-19 vaccine
- Good humor, patience, and grace

Desired Skills and Qualities:

- ServSafe certification, with a strong focus on knowledge of common allergens, buffet and cookout style services, and COVID safety in congregate settings

Compensation and Benefits: \$15-\$16 hourly, depending upon experience. Room and board provided.