



Position Announcement/Description
Midland Center for the Arts
Midland, MI

Position Title: Banquet Sous Chef
Supervisor: Food & Beverage Manager
Classification: Part time, Non-Exempt (Hourly)
Last Updated: April 20, 2021

ABOUT MIDLAND CENTER FOR THE ARTS

A cultural destination in the heart of Michigan, the Midland Center for the Arts is on a dynamic course of growth and change in preparation for celebrating its 50th anniversary in the coming years. The Center's unique business and program model creates unusual and exciting opportunities. The Center features a four-story museum of science and art, a 1500 seat proscenium theater and a separate 400 seat theater housed within an architecturally significant mid-century modern building, and also an off-site history center comprised of historical homes and museum facilities. In addition to museum programming and performing arts presenting, the Midland Symphony Orchestra, a professional regional symphony, and the Center Stage community theatre and choirs all fall under the Center's umbrella.

World-class entertainment and programming begin with sharing the stories and experiences that look like the world. At Midland Center for the Arts, we strive to create a workplace and patron experience where all people feel welcome and engaged. Our organization celebrates diversity in all of its forms while pursuing our mission as the cultural destination for the Great Lakes Bay Region. Our work reflects our community and our values as an inclusive and accessible home for art, science and history exploration. Our organization is committed to including voices of those varying in abilities, ages, ethnicities, gender identities & expressions, races, religions, sexual orientations, and socioeconomic backgrounds.

POSITION CONCEPT:

The Banquet Sous Chef works alongside the Banquet Chef to manage daily kitchen activities, including overseeing staff, aiding with menu preparation, food preparation, ensuring food quality and freshness, and monitoring ordering and stocking of supplies as needed. The Banquet Sous Chef also provides meal quality and consistency by following designated recipes.

DUTIES AND RESPONSIBILITIES:

The duties of this position include, but are not limited to:

- Prepare food/meals in a timely fashion to meet established specifications/standards
- Work alongside the Banquet Chef, and assist in developing interesting and exciting new menu ideas for daily specials, the lounge menu, and catering menu that reflect the diversity of our customers along with specialty/seasonal menus
- Use set recipes for menu items, that require it, to ensure that consistent quality and portion control is maintained

- Communicate any receiving or prep project issues and execute any specific duties assigned by the Banquet Chef
- Assume responsibilities of the Banquet Chef during an absence
- Organize and delegate tasks as needed to maintain an organized, clean, and efficiently running kitchen at all times
- Adhere to all health department regulations as they relate to proper heating, cooling, storing, prep methods, and handle all food products with respect
- Adhere to and also ensure that all standards of safety are strictly observed at all times
- Adhere to portion control standards in order to maintain accurate food cost and consistency
- Keep the food preparation station and all kitchen equipment clean, organized and sanitized at all times
- If dishwasher/busser is not present or behind serve as a chief dishwasher to ensure a clean kitchen is maintained
- Participate in Center sponsored cooking classes as needed
- Interact with staff and guests in a professional manner at all times

PREFERRED QUALIFICATIONS, KNOWLEDGE AND EXPERIENCE:

The requirements listed below are representative of the knowledge, skills, and abilities required to perform the necessary functions of this position:

- Minimum 2 years related experience preferred.
- Previous Banquet / Event cooking experience
- Passion for food and the culinary arts and demonstrate a high level of professionalism
- Ability to adapt to the many changes in the industry, work well under pressure handle multiple projects simultaneously and efficiently.
- Must maintain a current Food Handler's Permit for the state of Michigan or willing to obtain one
- Equipment Used (But Not Limited Too)
 - Kitchen Knives • Slicer / Mandolin • Mixers • Oven / Stove Top Burner / Grill / Flattop • Transportation Carts • Immersion Circulators • Computers / Printers / POS Systems (Toast)
- Commitment to diversity, equity, inclusion, and access, and a desire to work with people across many lines of difference

SPECIAL CONDITIONS OF EMPLOYMENT

- Ability to work a variable schedule, evenings, weekends, and holidays to meet operational needs.
- Must be able to communicate effectively, and observe kitchen/prep areas
- Must be capable of walking or standing 100% or more of a normal 8 hour work shift.
- Must be able to lift and carry 50 lbs.
- Must be able to move easily up and down stairs.
- Standard of Measurement

APPLICATION INFORMATION

Email cover letter and resume to: siegmund@midlandcenter.org

Tina Siegmund
HR, Payroll & Benefits Manager