

## CHILD DEVELOPMENT RESOURCES

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### POSITION ANNOUNCEMENT

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#### Early Head Start First Steps Child Development Center at Lafayette High School

#### **KITCHEN MANAGER / COOK (PART TIME)**

Early Head Start is seeking a part-time (25 hours per week) Kitchen Manager / Cook to be responsible for the daily operations of the kitchen, develop daily menus, and prepare nutritious meals and snacks for infants and toddlers in accordance with USDA guidelines in consultation with the EHS Health Coordinator and USDA Representative.

Qualifications:

- High School diploma or equivalent
- Two – five years of experience in food service and preparation
- Knowledge and understanding of USDA guidelines
- Experience in food preparation specifically related to young children
- Ability to prepare varied menus that meet the nutritional needs of infants and toddlers
- Valid driver's license
- Virginia food handler certification or be willing to obtain

Must have a valid physical examination, be able to lift and move up to 40 pounds, and pass a TB risk assessment, child protective services, criminal record, and sexual offender background checks. Current infant and child CPR certification will be provided.

To apply submit a resume, letter of interest, and three references to:  
Child Development Resources, Human Resources, P. O. Box 280, Norge, VA 23127  
Email to [lynnr@cdr.org](mailto:lynnr@cdr.org) or fax to 757-566-8977

*Equal Opportunity Employer*