



Opportunity Statement

Culinary Services Kitchen Assistant

Named in honor of Louise Thaden, a pioneering aviator from Bentonville, [Thaden School](#) opened in the fall of 2017 with 50 students in Grades 7 and 9. With its well-resourced tuition assistance program, the School has grown steadily, and enrollment is close to 305 students in Grades 6 to 12 in the 2022-23 academic year. Designed by a world-class team of architects, the School's 30-acre campus in downtown Bentonville will support up to 525 students in Grades 6 to 12.

Thaden School now seeks a Kitchen Assistant to assist the Chef with food preparation and perform all cleaning and sanitation duties required in the kitchen.

Role and Responsibilities

- Assisting with the preparation of meal ingredients, which includes washing, cleaning, peeling, cutting, and chopping fruit, vegetables, poultry, and meat.
- Setting up salad bar and sandwich bar daily and ensuring plates and flatware are set for the next day.
- Helping to create healthy and nutritious snacks for the Snack Bar.
- Tracking, recording, and maintaining inventory stock, including foods, beverages, and kitchen supplies. Labeling products properly and adhering to First in-First out (FIFO) procedures.
- Arranging delivery of foods for the week and keeping the storage units clean and organized.
- Washing dishes, pots, pans, and flatware, and resetting carts for next day operation on a rotational basis.
- Cleaning all kitchen areas and helping maintain a clean and organized dishwashing area.
- Following all manuals and Standard Operating Procedures for all equipment.
- Additional duties as assigned.

Experience and Qualifications

- Experience in a challenging, fast-paced work environment that requires versatility, adaptability, and resourcefulness.
- Ability to prioritize effectively and work in a self-directed manner.
- Capacity to juggle mundane and complex tasks.
- Abides by all state food safety and sanitation laws.
- Exceptional time management skills.
- Willingness to undertake simple and complex tasks with equal enthusiasm and energy.
- One - three years' experience as Kitchen Assistant, Line, or Prep-Cook.
- High School Diploma or equivalent.
- Achieving ServSafe Food Safety Manager level within one year of employment.

Physical Requirements

- Moderately heavy physical labor is occasionally required to ensure the smooth flow of the department operations.
- Extensive walking is required.
- Subject to wet floors, extreme temperature changes, and noise.
- Must be able to be on feet, working for long periods, and can bend, squat, and reach.
- Must have the ability to lift 25 pounds and occasionally up to 50 pounds.

Wage Classification

Based on the duties and requirements above, this position will be paid as an hourly non-exempt employee

Applications

Please submit your application materials through our online portal for [Thaden School Job Opportunities](#). Applications should include a cover letter and resume. Thaden is an equal opportunity employer and complies with all federal, state, and local laws that prohibit discrimination in employment because of race,

color, national origin, citizenship, age (18 or older), religion, disability, marital status, veteran status, and sexual orientation. Applications by members of all underrepresented groups, including women and people of color, are encouraged.

Compensation will be competitive within the independent school sector. All offers of employment are contingent upon successful completion of a criminal background check.

About the School

A non-sectarian independent school under the direction of its own board, Thaden School offers a challenging and innovative educational program that ignites in students a passion for discovery and learning, prepares them to succeed in college, and inspires them to lead lives of integrity, purpose, and responsible global citizenship.

At the core of the School's mission is a commitment to balance that takes many forms: a curriculum that integrates the sciences and the humanities; indoor and outdoor teaching spaces where sustainability is a tangible part of the lesson; hands-on programs for civic engagement; athletics and physical education programs that build confidence and character through competition and meaningful participation; and a diverse faculty and staff that empower students to think deeply and expansively about their potential and place in the world. The School's robust Indexed Tuition program supports the creation of a balanced learning community where students of many perspectives, talents, and interests learn and grow stronger together.

Located on a 30-acre campus in downtown Bentonville, the School is walking distance from the town square, Brightwater Culinary Institute, The Momentary, and a variety of other educational resources. The School also engaged a world-class team of architects to design an enduring and innovative campus that sparks curiosity, inspires creativity, and invites reflection. The principal designer, Marlon Blackwell, is the 2020 recipient of the American Institute of Architects' Gold Medal, the Institute's highest honor. The School's first permanent buildings opened in the fall of 2019, and the campus master plan was completed in the fall of 2021.

The School's [website](#) features additional information regarding its mission, educational programs, and faculty and staff.