

TUSCARORA SUMMER STAFF

TUSCARORA INN & CONFERENCE CENTER
33000 RIVER ROAD, MT. BETHEL, PA 18343
(570)897-6000 | TUSCARORA.ORG

Position: Dining Room Host/ess (Summer Staff)

Department: Dining Room

Supervisor: Dining Room Supervisor

Duties

- Works a shift split between breakfast, lunch, and dinner in the Dining Room
- Daily responsibilities include, but are not limited to:
 - Manage the dining room, wait staff, youth group wait staff, and guests in the dining room
 - Follow proper set up and clean procedures as given by the Dining Room Supervisor
 - Supervise the proper setting of tables, service of meals, and clean up responsibilities
 - Maintain standards of cleanliness and order in the Dining Room
 - Intentionally interact with guests at meal times in a professional, personable, and courteous manner
 - Work closely with the dining room supervisor to understand and direct the details of weekly programs, special diets, and table charts
 - Deep clean the dining room once a week for Dining Room Turnover
- It may be necessary to fill in for wait staff, in the event of sickness or other absence
- Assist in full camp turnovers and in special events

Requirements

- Tuscarora strives to be a place where guest have their basic needs taken care of so the focus can be on Christ. Therefore, we wish for our staff to reflect this in their dress. Clothing should be simple and professional.
 - Nametag (provided by Tuscarora)
 - Dress pants or skirt; no jeans, yoga pants or leggings
 - Short or long sleeve blouses; no tank tops or spaghetti straps
 - Preferably non-slip work shoes; no flip flops, sandals, or other open toed shoes
 - Bring a pair of black pants or skirt in the event it is necessary to work wait staff
- As in any other service oriented position, attitude is of the utmost importance. This position will be on the front lines of guest services. Therefore, the Dining Room Host/ess will be prominently remembered by guests, so put the customer first by providing courteous and prompt service