



## **Title: Food Truck Shift Lead**

### **Overview of Position:**

Working in collaboration with the Food Truck Manager, the Food Truck Shift Lead works in the day to day operations with our fellowship team. This includes helping with the food truck reservation system, ensuring compliance with the food truck operating manual, training new food truck fellows, helping with the weekly schedule for food truck fellows, and ensuring the consistent execution of food truck events & functions.

Food truck runs Mar-Nov, after which you will transfer into our restaurant. Days and time vary and will be discussed in the interview.

### **Specific Responsibilities:**

- Help with overseeing the food truck's operations and each specific station, supporting staff with culinary technique, plating, and execution as well as customer engagement;
- Train new food truck staff;
- Help with circulate the weekly (or monthly) food truck location, event & staffing schedule;
- Support the FT manager in creating the Food Truck Reservation System;
- Help with overseeing the Food Truck Reservation System, once created, responding to requests and relaying pertinent reservation information to the food truck crew;
- Ensure that the Occupational Safety and Health Act, local health and safety codes, as well as All Square's internal safety and sanitation policies are being adhered to;
- Collaborate with FT manager to coordinate and facilitate preventative maintenance on the truck's equipment and mechanicals, and address real-time equipment and/or mechanical setbacks that arise;
- Support the FT manager, in partnership with the Director of Programs & Operations and Executive Administrator, with formalizing and implementing standard operating procedures;
- Help with overseeing food truck food and beverage inventory
- Ensure a safe working environment by modeling safe work behaviors amongst the team;
- Maintain timely and accurate service and positive guest relations, ensuring our products are consistent with our internal quality control standards.
- Adhere to health department standards and teach FT crew to do the same

*\*\*Food Truck experience preferred but not required/ Prior leadership experience is required\*\**

Preference is given to individuals that have been impacted by the IN-justice system.

Compensation: \$20.40/hr, plus tips/ Weekly Hr Avg: \$26-\$28/Hr

Hours: Up to 40 hours per week

Email your cover letter and resume to [hr@allsquarempls.com](mailto:hr@allsquarempls.com) to apply.