



UTOPIAN

ACADEMY FOR THE ARTS

CHARTER SCHOOLS NETWORK

EST. 2013

JOB TITLE: Nutrition Assistant

About Utopian Academy for the Arts School

Utopian Academy for the Arts is the 2023 Georgia Charter School of the Year! The mission of Utopian Academy for the Arts is to develop, through a structured and supportive environment, academic and artistic students to enter and to succeed in the global society with proficiency to enroll in a college, university, or specialty school of their choice. Utopian Academy for the Arts is the only public charter school network in Georgia to offer a comprehensive educational program in the dramatic, media, and creative arts. Our educational model leverages the positive effects of arts education to engage and inspire students, develop their academic and artistic potential, and prepare them to be leaders in their communities. The Utopian Academy for the Arts was founded in 2013 as the first state-approved charter school by the State Charter Schools Commission of Georgia, to expand public school choice options for families that reside in Clayton County, GA. Recognizing its unique approach and access to arts-based education, the Clayton County Public Schools System subsequently approved the vertical expansion to add the Utopian Academy for the Arts Elementary (est. 2020) and Utopian Academy for the Arts High School (est. 2022). In 2023, the charter school network launched its second state-approved middle school, Utopian Academy for the Arts-Trilith, which features a state-wide attendance zone in Fayette County, GA.

The Role

Our greatest instructional strategy is our human capital. More than any other variable in education-- more than curriculum or supplies - our faculty and staff matter. Staff members are under direct supervision of the Nutrition Lead. The person in this role prepares, heats, finishes cooking food items and serves staff and students. Additionally, they clean work areas, equipment, utensils, dishes, and silverware.

Job Overview: We are seeking a skilled and experienced Nutrition Assistant to join our school's nutritional services team. The Nutrition Assistant plays a vital role in providing nutritious and delicious meals to our students and staff. The ideal candidates will have a passion for prepping quality meals, knowledge of food allergies, and the ability to work efficiently in a fast-paced environment. The position requires great customer service, attention to detail, and a commitment to food safety and hygiene standards while following all local, state, and federal National School Breakfast and Lunch Program criteria.

Responsibilities:

Meal Service:

- Prepare school breakfasts and lunches where applicable.
- Adhere to standardized recipes
- Prepare serving line for meal service with proper temperature and sanitation stations.

- Ensure all menu items are readily available for each service
- Ensure correct serving utensils, condiments, cutlery are set and available for each meal service.
- Understand what constitutes a reimbursable meal under Serve Only (SO) and Offer Versus Serve (OVS) as well as ensures that OVS/SO are properly implemented for both breakfast and lunch
- Stock all incoming deliveries and adheres to established food storage procedures
- Assist the Nutrition Lead in taking an accurate weekly inventory of all products
- Prepare ingredients, including washing, peeling, and chopping, to ensure timely and efficient cooking processes.
- Address any issues related to food quality promptly making necessary adjustments to recipes or cooking techniques.
- Adhere to proper heating, cooling, and storage of all food items.

Food Safety and Hygiene:

- Follow all local health department requirements for food safety
- Monitors the temperatures of freezers, refrigerators, and milk coolers daily recording temperatures on the appropriate log and notify Nutrition Lead if temperatures are in danger zone
- Adhere to strict food safety protocols, including proper handwashing, glove usage, and sanitation of utensils and surfaces.
- Regularly clean and sanitize kitchen equipment, appliances, and workstations, maintaining a hygienic cooking environment.

Customer Service:

- Serve quickly and efficiently to adhere to the school's meal schedules
- Prepare and serves meals of the highest quality that encourages consumption and participation in the school breakfast and lunch programs.
- Accommodate special dietary needs and allergies, ensuring that all meals are safe and suitable for consumption.

Teamwork and Collaboration:

- Work collaboratively with other cafeteria staff members, including cooks, and supervisors, to maintain a cohesive and efficient workflow.
- Communicate effectively with colleagues and supervisors to address any issues or concerns related to meal service.

Qualifications:

- High school diploma or equivalent; culinary school diploma or certification required.
- Proven experience in food but ideally K-12 school nutrition or instructional setting preferred but not required.

- Proven experience as a cook, chef, food assistant, preferably in a school or institutional setting.
- Food experience in formal dining, geriatric dining, café, cafeteria, hotel, or catering required.
- Knowledge of diverse cooking techniques, cuisines, and dietary restrictions required.
- Familiarity with food safety regulations and best practices required.
- Physical stamina to stand for extended periods and lift moderately heavy objects.
- SERV Safe Certified or possibility to retain certification but not required

Job Type: Full-time

Schedule:

- 8 hour shift
- Monday to Friday
- In-Person