



JOB TITLE SCC Concessions Assistant
DEPARTMENT Schenzel Community Center
SITE Omaha
STATUS Part-time, hourly
REPORTS TO SCC Operations Coordinator
HOURS Evenings & weekends (actual hours to be determined – 20-25 hours/week)

PURPOSE OF THE POSITION

The SCC Concession Assistant will work with the SCC Operations Coordinator to coordinate all aspects of running the concession stand for events held at the Schenzel Community Center (SCC).

QUALIFICATIONS

- Strong verbal and written communication skills
- Experience working in a fast-paced environment
- Work independently with minimal and/or no direct supervision
- Proven ability to address and resolve conflict with respect and patience
- Interpersonal talent to work well with a diverse team (staff, interns, volunteers, community partners)

PRIMARY RESPONSIBILITIES

- In charge of overall cleanliness of the kitchen
- Prior to activities or events, ensure that SCC concession requirements are met, per the rental agreement
- Prior to activities or events, ensure that all food is prepared and meets Health Department standards
- After any activity or event, ensure kitchen and serving areas are clean
- Be available during events to handle the serving and selling of the food
- Maintain an inventory of supplies/food and provide to SCC Operations Coordinator regularly
- Assist with ordering of supplies as needed
- Attend SCC meetings
- Other tasks as assigned

Submit application and resume to Julie Meade at jmeade@hopecenterforkids.com.
Applications available at www.hopecenterforkids.com/careers or at all Hope Center/SCC locations.

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