

**Heska Amuna Congregation**  
**Job Description to Post for Kiddushim Kitchen Position**

**Position Description:**

Heska Amuna Synagogue has a part-time *Kiddushim Kitchen Staff* position open. This position will be responsible for all tasks related to providing a kiddush lunch for those attending services with us on Shabbat. Click *\*here\** for more information and to submit your application. Applications must be submitted by 3/1/24. A training period has been set as 3/7-3/9/24 with a start date of 3/11/24.

This position is a 1099, part-time position and will pay \$250 a week. Although the level of effort for each weekly kiddush may vary, it is estimated that the work required for this position can be accomplished in 12-15 hours a week on average.

Duties will include planning, purchasing, preparing, and serving kiddush lunch every Saturday morning and cleaning up afterwards.

A typical kiddush lunch is to be prepared for @ 25-40 people a week. A typical menu might include:

- green salad
- one “main course” dish such as tuna salad/egg salad/lox and bagels/quiche/mac’n cheese
- one side item such as hummus and crackers
- fruit/desserts
- hot/cold drinks
- challah and wine/grape juice

All foods prepared and served must meet all rules of kashrut as defined in synagogue guidelines and must be prepared only in the synagogue kitchen. These guidelines are available on the synagogue website at <https://heskaamuna.org/kashrut-guidelines/>.

Qualities sought in addition to culinary experience and skills include ability to work independently, adhere to budget requirements, manage accounting requirements, and organize and oversee volunteers wishing to help in the preparation of kiddushim.

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