

Montalvo Employment Opportunity

Job Title: Chef, Lucas Artists Residency Program

Join the Montalvo Arts Center's Lucas Artists Residency Program team and host artists with 5 meals per week. As the Residency Chef you will play a key role in creating community around the table for the Lucas Artists Residency Program (LAP). The LAP welcomes nearly 100 artists per year to Montalvo, from around the world and down the street, and provides many opportunities for artist to develop their work and grow within our program. The LAP Residency Chef has the primary responsibility of hosting the evening meals, and supporting opportunities for Montalvo's key constituency to engage with visiting artists at a table that represent the programs quality, curiosity, and diversity and is both welcoming and safe. This is a full-time/exempt role reporting to the Director, Lucas Artists Residency Program.

Responsibilities include, but are not limited to:

- Plan, prepare and host daily meals including: Dinner Monday-Thursday and Friday Lunch for the resident artists and invited guests. Typically, these meals are between 10-15 people.
- Plan, prepare and oversee monthly culinary events or meals for the purpose of donor cultivations and introduction to the Lucas Artists Residency Program at Montalvo. Typically, these events serve 30 people.
- Manage all shopping requirements, and petty cash within established budgets.
- Source local foods with a commitment to using sound ecological and fiscal principles as a guide.
- Maintain and develop relationships with local farmers, producers, and purveyors.
- Work with the LAP team, Montalvo staff, trustees, residency artists and volunteers in the development of Montalvo's overall Culinary Program.
- Develop meals to account for the dietary restrictions of all artist fellows.
- Train and supervise on-call staff and program volunteers and interns.

Required Education, Skills and Experience:

- Demonstrated ability to develop diverse menus with an emphasis on locally sourced ingredients, including consideration for dietary restrictions of artists and guests.
- Excellent organizational and time management skills with particular attention to detail and capacity to multitask under pressure. Highly motivated, positive person with demonstrated ability to manage a busy kitchen independently or with limited support.
- Ability to conduct effective problem solving.
- Ability to work independently or as part of a team, and take initiative as required, under direct or indirect supervision. Ability to take leadership of specific programs as assigned.
- Curiosity to develop and grow culinary repertoire.
- Experience working with a Pizza Oven.
- Bi-Lingual skills preferred given the international nature of the program.

Working Conditions & Physical Tasks:

Typical domestic culinary environment; requires the ability to stand or sit while working in a kitchen area. While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to stand; walk; sit; use hands to handle, or feel; and reach with hands and arms. The employee is occasionally required to, stoop, kneel, crouch, or crawl. The employee must frequently lift and/or move up to 30 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, and depth perception.

Some job functions performed outdoors and require walking over uneven and sloped terrain. Some local travel may be necessary; valid driver's license and access to own vehicle is required.

Compensation and Benefits: \$63,000 annually. Montalvo offers a comprehensive benefits package that includes medical, dental and vision insurance; FSA; and 401(K) retirement plan.

To apply, please submit a cover letter summarizing your skills and experience related to the position, and your resume, to Human Resources via email at hr@montalvoarts.org. Resumes without cover letter will not be considered. No phone calls about the position, please. Position is open until filled. Applications will be screened for qualifications and experience. Not all applicants who meet the minimum qualifications will be offered an interview.

For more detailed information about Montalvo Arts Center visit our website at montalvoarts.org.

Montalvo Arts Center is an Equal Opportunity Employer. Applicants who contribute to the diversity of our organization are encouraged to apply.

Montalvo Arts Center requires that all employees be fully vaccinated against COVID-19, except as required by law. Any employment offer will be contingent upon satisfactory proof that you are fully vaccinated from COVID-19, subject to reasonable accommodations for medical or religious reasons, and/or as otherwise required by applicable law.