

Kitchen Monitor



Purpose: Parents, teachers, and students use the kitchen and are responsible for cleaning up after themselves. From time to time, monitoring is needed to make sure items have been put back where they belong and all areas are cleaned.

Prerequisite/Requirement: None

Job Responsibilities

Beginning of year

- Clean refrigerator and stoves
- Take simple inventory of kitchen equipment.
- Clean cabinets, reline shelves with clean paper where needed.
- Make sure rules for area are posted.

Weekly

- Check paper towel, sponge, and cleaning supplies, restock as needed.
- Reorganize/put away kitchen equipment in proper places.
- Clean counters and sinks.
- Wash and return any soiled towels, aprons, or other linens.

Monthly

- Discard expired items in refrigerator and wipe out refrigerator, if needed
- Check cabinets, wipe residue, seal lids tight, put equipment in proper places

End of year

- Clean refrigerator and stoves inside and out.
- Discard pantry items, clean shelves of any residue.

Financial Responsibility: None

Hours recording procedure: Hours are calculated on per month basis for 10 months (Sept. to June) and are automatically posted by the hours recorder each month.

Hours earned: 20

Reports to: K-2nd Grade Reps

Selection Process: Elected by General Membership

Term: August to June
Candidates

