Central Lutheran Church
Dishwasher and Kitchen Support

Effective date: October 1, 2026
Reports to: Food Services Coordinator
Status: Part-time
FLSA: Non-exempt
Wage range: $15-15.50/hour

Job Summary

Assists the food services coordinator in clean up, dishwashing and other kitchen duties for the congregation or scheduled group events.

Essential Functions:

- Wash dishes, utensils, pots, pans, coffee pots and related equipment. Load and unload dishwashing machines.
- Keep kitchen and dish room clean and organized including sweeping and mopping floors.
- Remove trash, compostable and recycling.
- Maintain coffee station, assist kitchen staff with coffee carts and set up.
- Provide support to kitchen staff with basic cleaning.

Required Qualifications:

- Ability to work in a team setting with staff and volunteers.
- Committed to being reliable and punctual.

Physical requirements:

- Able to move freely in and out of a variety of ministry settings on the Church campus and off-site.
- Able to lift 50 lbs.

Core competencies:

- **Collegiality**: Ability to work in a collegial environment, both with fellow staff members and with leaders of the congregation. Leads creatively, working to figure out the process necessary to get things done in a collaborative way. Recognizes when situations or colleagues are not working well and seeks a positive solution. Creates and communicates vision and direction for the team the staff members for the good of the congregation's mission.
- **Interpersonal**: Demonstrates the ability to lead others. Demonstrates skills in active listening and openly accepts criticism. Constantly works to resolve interpersonal conflict that does arise in a collegial environment. Holds others accountable in a spirit of love. Engages all staff and members of the congregation positively with a demeanor of optimism and care.

- Spiritual: Tends to their own personal faith. If a member of the congregation is regular in worship, seeks a way to participate in faith growth opportunities and a way to care and serve through the congregation's ministries. If not a member, seeks these same opportunities in their home congregation. In their own prayer life, remembers the ministries of the congregation and members who are in need. Models and develops humility, openness, accountability and servant leadership in all roles, with colleagues and members of the congregation.
- Process: Works with colleagues and leaders of the congregation to regularly assess the health of ministry areas and mission initiatives. Seeks new and creative solutions to process challenges in the daily, weekly and monthly flow of the congregation's life.

- Leadership: Understands his/her own strengths for ministry and continues to develop these skills. Open to coaching from the lead in their area so that strengths can grow and deepen. Leaders in ministry areas will work to delegate and so empower colleagues so they develop personally and professionally. Initiates the scheduling of needed meetings for projects. Schedules the one-on-one meetings with members of your team according the agreed on staffing model.
- Communication: Serves as the champion for communication in their ministry or mission value area. Works ahead in the preparation of communication to tell the story of the opportunities for members to be a part of the ministry or mission area. Takes the initiative in making sure events are scheduled, the calendar is correct and that the details for the event are communicated both with the congregation and colleagues.

Review/ evaluation process defines:

- Annual review every May
- Goals to be developed by 90 days of employment