



JOB OPENING: RETREAT CENTER COOK

IMS is seeking a skilled self-starter to join our Kitchen Department. This department is responsible for smooth-running food service at both our meditation centers — the Retreat Center and the Forest Refuge. These two facilities are set on some 240 secluded wooded acres in the quiet countryside of central Massachusetts. This cook position is based at the Retreat Center and offers an abundance of dharma resources and support, within a friendly and caring environment.

Principal Responsibilities

- Prepare and serve homemade, high-quality vegetarian meals.
- Bake breads, cakes, cookies and others desserts.
- Maintain a clean, orderly and efficient workplace.
- Perform support cook duties including food preparation, cleaning, organizing and special projects.
- Ensure work environment meets or surpasses hygiene and safety standards.
- Train and support retreatants and volunteers in performing kitchen tasks.
- Meet IMS's expectations for service excellence.
- Support and protect silent retreat environment; uphold ethical principles.

Qualifications/Experience

- One year professional food service experience.
- One year professional experience with vegetarian cooking for large groups strongly preferred.
- Good organizational skills; ability to plan, prioritize and manage multiple tasks with flexibility.
- A solid work ethic with a capacity to self-direct.
- Ability to work as part of a team and to maintain good working relationships.
- Customer service experience, demonstrating good communication and interpersonal skills.
- Ability to speak, read and write clearly in English.
- A sincere interest in meditation practice and a commitment and ability to integrate ethical principles into daily life.

Conditions

- May be required to work weekends or weekend days and on holidays.
- Required to work varying shifts as scheduled, with start times as early as 5:30 am and ending times as late as 8:00 pm.

Physical Demands

- Position involves standing for long periods and requires physical labor including lifting, carrying, pushing or pulling objects weighing up to 50 pounds.

Position to start late June 2015

Application deadline: May 10, 2015

This is a full-time, 35 hours/week position, paid hourly, offering health benefits, meal plan options, generous paid time off, as well as participation in the Staff Sangha Program. On-site housing may be available.

Qualified applicants please send Staff Application (available at www.dharma.org) to: IMSjobs@dharma.org.

IMS is an Equal Opportunity Employer

IMS is a spiritual refuge for all who seek freedom of mind and heart. We offer meditation retreats rooted in the Theravada Buddhist teachings of ethics, concentration and wisdom. These practices help develop awareness and compassion in ourselves, giving rise to greater peace and happiness in the world.