



~~ Internal & External Posting ~~

Henning Public School - ISD 545
is accepting applications for a:
Food Service Director

The Henning School District is located in Otter Tail county. We are the Gateway to the Lakes - here you will have the opportunity to fish year-round, enjoy winter and spring water sports, hike, hunt, golf, and enjoy many of the amenities of living in lake country. Our Food Service Director will have the privilege of working with a great staff while serving students and their families at our PK -12th grade school. Here at the Henning School District we strive to Help Each Child Succeed.

Location: Henning Public School

Salary Dependent on qualifications and experience

Schedule: 180 working days; additional days for the Summer Foods Program

Benefits: Health insurance, PERA

Job Summary:

- Manages and supervises the overall operations and staff engaged in the production and service of meals in accordance with relevant federal and state guidelines.
- Plans and writes nutritious menus in compliance with guidelines and standards for the national school lunch, breakfast, snack programs and summer food program.
- Maintains a system for financial accountability. Coordinates and participates in the preparation and submission of records and reports required by district, state and federal.

Skills required:

- Must have, or be willing to obtain a current **Food Manager Certification**
- The ability to organize, provide direction and work well with others
- Knowledge of relevant laws, rules, guidelines and standards pertaining to menu planning, food production and sanitary/food storage requirements.
- Desire to work with children of all ages while encouraging them to develop healthy eating habits.

Interested applicants should send letter of interest, resume, credentials, 3 letters of reference, and a copy of Certification to:

Superintendent Melissa Sparks
500 School Avenue
Henning, MN 56551

or email materials to mspark@henning.k12.mn.us

Open until filled

"Henning Public School is an Equal Opportunity Educator/Employer"