



COOK

ABOUT US

Vajrapani Institute for Wisdom Culture (VPI) is a secluded retreat center located in the stillness of the California Redwoods. Our purpose is to inspire deep spiritual work by providing supportive conditions. Both retreaters and staff members from all religious traditions are nurtured by the energy of our blessed land, holy objects, and visiting teachers. VPI is associated with the Foundation for the Preservation of the Mahayana Tradition (FPMT), an international network of over 150 centers founded by Lama Yeshe and Kyabje Lama Zopa Rinpoche.

OUR KITCHEN

At VPI, we strive to cultivate a contemplative environment. The kitchen department is at the heart of this endeavor.

Kitchen Philosophy: Responsible for providing a meditative atmosphere in the kitchen that allows a calm, peaceful and loving energy to flow into and through the food. The vision and intention is to nurture a sense of a pervading peacefulness/serenity so that anyone who steps into the kitchen or dining area feels supported and nurtured.

Food Service: Providing wholesome, nutritious, balanced, vegetarian food; delivering meals to cabin retreaters on time; maintaining the VPI Food Policy by responding to the needs of those with food allergies.

QUALIFICATIONS

We prefer candidates who value wisdom, loving-heartedness, spaciousness, harmony, clarity, and trust. Such qualities in action include the following:

- Maintains inner calm and centeredness among busy kitchen activity
- Skillfully communicates with the kitchen manager, team as well as other departmental staff
- Works efficiently while paying attention to the details (ie, private retreaters needs, retreat needs)
- Sustains harmony when the kitchen environment becomes fast paced during larger group retreats
- Enjoys cooking and has knowledge of vegetarian health & nutrition

- At least one year of cooking experience
- Flexible with varying schedule

DUTIES/RESPONSIBILITIES

- Maintain and use kitchen systems – whiteboards, group information sheets, kitchen charts, etc.
- Use daily, weekly, and monthly cleaning checklists to maintain kitchen cleanliness
- Pick up food deliveries and put away food orders
- Follow food safety and injury prevention guidelines
- Prepare vegetarian meals for group retreats and for staff lunches
- Prepare and deliver meal bags to solitary ridge retreaters
- Accommodate food allergies and certain special needs with cooking (e.g. vegans, gluten free, nut allergies, precept days, etc.)
- Support the Kitchen Manager in the planning of the menus
- Maintain food storage in the kitchen, pantry, teachers house and solitary ridge retreat area
- Complete miscellaneous kitchen chores and projects, as needed
- Follow the Kitchen Manual and VPI food policy
- Coverage and support in other departments, when needed (e.g. Housekeeping, Office)
- Attend weekly staff meetings and quarterly staff community meetings

COMPENSATION & BENEFITS

This is a full time 35 hours per week position. The schedule will depend on our weekly group retreat schedule. Subsidized onsite housing is a possibility, wages adjusted accordingly. We offer paid holidays and a Health Plan reimbursement after 4 months, as well as Dental. There is ample opportunity to develop one's spiritual practice, including our annual Winter Retreat, where staff members are supported to do a personal retreat. The main reward for offering service at the Institute is the joy of supporting oneself and others on the path to enlightenment.

Vajrapani Institute is an equal opportunity employer and seeks diversity with respect to race, ethnicity, culture, gender, age, religion, sexual orientation, and physical abilities.