FOOD UNIT LEADER JOB AID

Position:  Food Unit Leader

Section:  Logistics Section

Mission:
To determine feeding requirements at all incident facilities, including plans for menus, facilities for food preparation and serving, potable water; and maintenance of the food service areas.

Duties:
- Report to Service Branch Director.
- Determine location of working assignment, and number and location of personnel to be fed.
- Determine method of feeding to best fit each situation.
- Obtain necessary equipment and supplies to operate food service facilities.
- Set up Food Unit equipment.
- Prepare menus to ensure incident personnel receive well-balanced meals.
- Ensure that sufficient potable water is available to meet all incident needs.
- Ensure that all appropriate health and safety measures are taken.
- Supervise cooks and other Food Unit personnel.
- Keep inventory of food on hand and check on food orders.
- Provide Supply Unit Leader with food supply orders.
- Maintain unit/activity log (ICS form 214).