



CRAWFORD COUNTY  
MENTAL HEALTH CENTER

**CCBHC**

Certified Community Behavioral Health Clinic

3103 N. Michigan Street  
Pittsburg, KS 66762

620-231-5130

[www.crawfordmentalhealth.org](http://www.crawfordmentalhealth.org)

Crawford County Mental Health Center is taking applications for a full-time **Dietary Cook** to work in our Addiction Treatment Center and Crisis Stabilization Unit. The primary duty of this position involves managing all aspects of dietary services, including meal preparation, food procurement, menu planning, and maintaining kitchen sanitation.

Qualifications:

- High School Diploma or equivalent is required.
- Have knowledge of food storage, meal preparation, and kitchen equipment operation.
- Be able to plan and prepare meals from non-processed, fresh ingredients.
- Two years of experience as a dietary manager in a residential program, preferred
- Knowledge of dietary needs for individuals with alcohol, drug, or mental health challenges, preferred.

Essential Job functions:

- Thorough understanding of confidentiality regulations.
- Filing, maintenance of client records and general office duties.
- Meal preparation supervision and assignment.
- Document client interactions.
- Attending to Client needs
- Day-to-day operation of the food service.
- Procurement of food items and supplies.
- Menu and meal planning for A/D Treatment Center.
- Menu and meal planning for Crisis Stabilization Unit.
- Group style education of WRH clients in the planning and preparation of meals from non-processed, fresh ingredients.
- Meal preparation and delivery for clients.
- Storage of all food items and supplies.
- Insuring the cleanliness and sanitation of the premises.
- Maintenance of the equipment and premises. (Arranges repairs when needed.)
- Assisting the Director of Addiction Services in staff and budget reports and requests.

Salary and benefits package starting at \$14.42/hr. Benefits package includes participation in KPERS Retirement System, health, dental, and life insurance.

Apply online at <https://www.crawfordmentalhealth.org/careers/>

Or Send resume and references to:

Human Resources  
911 E. Centennial  
Pittsburg, KS 66762  
620-235-7148 Fax  
careers@cmhccc.org

**Please indicate Dietary Cook on your application or resume.**

Equal Opportunity Employer