



LEAD BAKER

Help Us Open the New Hungry Moose Bakery

Big Sky, Montana | Full-Time, Non-exempt | Reports to: Production Manager

The Moose Crew strives to create a positive experience for all of our customers and vendors, as well as a positive and fun working environment for our staff.

We are opening a new bakery, and we are looking for the person who will help us build it. Seeking an innovative, motivated, and team-oriented baker to design one from the ground up. The Lead Baker will have a real voice in how the new kitchen gets laid out, what comes out of the oven each morning, how we cost our items, and who we bring onto the team as it grows.

If you are an experienced baker with creative ideas, a strong work ethic, and the ability to make a small footprint work hard, we want to talk to you.

THE OPPORTUNITY: BUILDING THE BAKERY

The first phase of this role is as much design and planning as it is production.

- Partner with the Production Manager and ownership on the layout and workflow of the new baking kitchen, including equipment placement, prep flow, storage, cooling, and staging
- Provide input on equipment, smallwares, and initial ingredient sourcing
- Build opening production schedules, par levels, and bake timelines from scratch
- Write recipes, procedures, and documentation clear enough for a growing team to follow
- Help establish trademark "Hungry Moose" items that stand apart from other offerings in the area
- Keep the concept flexible. We are intentionally not locking ourselves into a narrow menu. Bring ideas, test them, and help us stay agile as we learn what our customers want.

DAILY PRODUCTION

Fresh Breads

- Mix, shape, proof, and bake fresh breads each morning on an early-morning production schedule
- Maintain consistency of crumb, crust, and shape from batch to batch

Freezer

- Build and maintain a well-stocked freezer program for cupcakes, cakes, and other hold-and-finish items so we can meet demand without overproducing

- Manage rotation, labeling, dating, and quality standards for frozen inventory

Full Bakery Case

- Produce pastries, cookies, bars, breakfast breads, muffins, pies, cakes, and whatever else we decide belongs on the shelf
- Frost and decorate cakes; execute and oversee special orders
- Adjust recipes and the product mix based on seasonality, customer feedback, and cost effectiveness
- Own quality control and consistency across the department; follow recipes thoroughly and refine them deliberately
- Complete opening, mid, and closing duties each shift, including cleaning, dishes, trash removal, composting, and recycling
- Ensure adherence to store policies, security measures, and Health Department regulations

COSTING & ORDERING

- Cost out recipes and menu items; understand food cost, yield, waste, and margin. Prior item costing experience is preferred; a genuine willingness and ability to learn it is required.
- Order supplies, food, and ingredients; manage inventory levels and minimize waste
- Flag pricing, sourcing, and vendor issues to the Production Manager
- Assist in menu changes and adjustments based on seasonality and cost effectiveness

TEAM DEVELOPMENT & LEADERSHIP

- Help strategize what the bakery team should look like as the department grows, including roles, shift structure, and hiring timeline
- Participate in interviewing, onboarding, and training as we add bakers
- Assign daily workload; train, guide, and serve as a resource for the team
- Motivate employees, providing encouragement and feedback
- Identify strengths and opportunities for improvement, reporting to the Production Manager
- Handle personnel issues in the moment, including verbal warnings, ensuring documentation and reporting to the Production Manager
- Solve customer complaints or mistakes as they arise, reporting to the Production Manager as necessary
- Ensure the customer experience and the health and well-being of the Moose Crew remain the top priority

WHO WE ARE LOOKING FOR

- **Experienced** — proven production baking experience. Leadership experience is a plus.
- **Idea-driven** — you bring recipes, techniques, and opinions worth talking through, and you are excited to help shape a new program.
- **Strong work ethic** — early mornings, busy seasons, and a willingness to take on the unglamorous parts of the job.
- **A team player** — willingness and ability to work with diverse individuals to achieve a common goal, and to step in when needed.

- **Positive** — maintains a positive outlook despite difficult circumstances.
- **Flexible & adaptable** — willingness and ability to readily respond and adapt to changing circumstances.
- **Detail-oriented** — pays attention to the inner workings of a small kitchen environment, ensuring quality control and hitting all production objectives.
- **Organized** — maintains tasks and objects in a logical arrangement so they are easily located.
- **A problem solver** — discovers, analyzes, and fixes issues that need attention.
- **A clear communicator** — engages in professional communication using verbal, written, and body language; reinforces communication between coworkers and departments.

EXPERIENCE & PERFORMANCE REQUIREMENTS

- Previous professional baking experience required
- Ability to use equipment such as a mixer, food processor, convection oven, proofer, and deep fryer
- Ability to create and manage a baking schedule
- Willing to obtain and maintain Manager-level Food Handler Safety Certification
- Work with accuracy and minimal supervision, and make appropriate decisions
- Complete projects satisfactorily and efficiently
- Ensure timely and regular attendance
- Attend and participate in department and storewide meetings and trainings

PHYSICAL REQUIREMENTS

- Work in a moderately noisy environment with multiple conversations and tasks being carried out at the same time
- Ability to stand for long periods of time, and to climb, kneel, stoop, crouch, reach, lift, and carry
- Ability to lift 30–50 lbs. often
- Ability to withstand drastic temperature changes (cooler, walk-in freezer, hot and cold from walking outdoors, heat from the kitchen, etc.)
- Ability to work efficiently and pleasantly in a small kitchen, shared space, and in close proximity to others all shift.

This job description is not intended to be an exhaustive list of all duties, responsibilities, or qualifications associated with the position, and may be adjusted as the new bakery develops.

To Apply:

Please send your **resume and cover letter** to hr@hungrymoose.com.

In your cover letter, tell us a little about **why you're interested in the role, what relevant experience or strengths you would bring, and why this role feels like a good fit for you.**