

Minnesota Dual-Training Pipeline Competency Model for Child Care Occupation: Early Childhood Culinary Supervisor

Employer Requirements

Occupation-Specific Competencies*

Prepare nutritious and age-appropriate meals and snacks
Follow food safety guidelines to prevent foodborne illnesses
Collaborate with staff and parents to accommodate special dietary requirements
Maintain a clean and sanitary kitchen according to health codes
Order and maintain inventory of kitchen supplies and food
Implement safety protocols for food preparation, storage and handling
Update staff on child specific dietary restrictions
Oversee daily culinary operations and staff
Manage finances for fixed culinary costs

Industry-Sector Technical Competencies*

Management principles		Culinary arts foundation	
Food safety and sanitation	Advanced infection control	Kitchen management	
Purchasing and storeroom management	Diverse dietary restrictions	Culinary nutrition	
Food preparation, production and presentation		Child and adult care food program requirements	

Industry-Wide Technical Competencies

Early childhood learning and development		Diversity, equity and inclusion		Food safety systems	
Child care ethics	Laws and regulations	Documentation	Food quality and cost control		
Food service industry principles and concepts		Early childhood supports		Child health and safety	

Workplace Competencies

Business fundamentals	Teamwork	Customer focus	Planning and organizing	Problem solving and decision making	Working with tools and technology	Checking, examining and recording	Scheduling and coordinating
Creative thinking	Health and safety	Sustainable practices	Instruction				

Academic Competencies

Reading	Science and technology	Mathematics	Basic computer skills	Communication	Critical and analytical thinking	Writing
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Personal Effectiveness Competencies

Interpersonal skills	Integrity	Professionalism	Initiative	Dependability and reliability	Adaptability and flexibility	Lifelong learning	Compassion and empathy	Cultural competency
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Based on: Building Blocks for Competency Models – Foundational Competencies, Employment and Training Administration, United States Department of Labor, February 2025. For more detailed information about competency model creation and sources, visit dli.mn.gov/business/workforce/child-care.

Competency Model for Early Childhood Culinary Supervisor

Early Childhood Culinary Supervisor – This individual is responsible for planning, organizing, developing, and directing the overall operation of the dietary department in an early childhood care setting, to assure that quality and appealing nutritional services are provided and maintained in a clean, safe, and sanitary manner. An individual in this role also must prepare menus, snacks and offerings for individuals who have certain dietary restrictions.

*Pipeline recommends the Industry-Sector Technical Competencies as formal training opportunities (provided through related instruction) and the Occupation-Specific Competencies as on-the-job (OJT) training opportunities.

Industry-Sector Technical Competencies

Related Instruction for dual training means the organized and systematic form of education resulting in the enhancement of skills and competencies related to the dual trainee's current or intended occupation.

- **Management principles** – Ability to provide communication, motivation, coaching, mentoring, and conflict resolution to manage and enhance the success of the early childhood culinary team.
- **Culinary arts foundation** – Understand the art of preparing, cooking, presenting and serving food.
- **Food safety and sanitation** – Understand how to properly clean the kitchen and dining room to ensure that food is safe and minimize risk of infection.
- **Advanced infection control** – Awareness of safe food service procedures and regulations during cooking process to prevent the spread of food-borne illnesses and infectious disease.
- **Kitchen management** – Able to prepare menus, order food, hire, train and monitor staff, and perform quality control on food served.
- **Purchasing and storeroom management** – Able to understand the process of obtaining food and non-food items for meal preparation and serving. This includes detailed order specifications and pricing. Organizing, maintaining, and optimizing storage spaces for materials, supplies and equipment to ensure that everything needed for operations is available.

- **Diverse dietary restrictions** – Able to understand and accommodate therapeutic necessities for individuals who may require a special diet. Additionally, must be able to create and implement well-rounded menus that maintain high nutritional standards and support a variety of dietary needs while delivering quality taste.
- **Culinary nutrition** – Understanding of nutrition principles and food science demonstrated through a mastery of culinary skills.
- **Food preparation, production and presentation** – Understand the essential components of transforming raw ingredients into edible and appealing dishes, which includes planning, sourcing, prepping, cooking and presentation.
- **Child and adult care food program requirements** – Understand nutritional standards, infant and toddler feeding, recipe standardization, meal planning, and documentation to ensure the quality and nutritional value of meals and snacks provided.

Occupation-Specific Competencies

On-the-Job Training is hands-on instruction completed at work to learn the core competencies necessary to succeed in an occupation. Common types of OJT include job shadowing, mentorship, cohort-based training, assignment-based project evaluation and discussion-based training.

- **Prepare nutritious and age-appropriate meals and snacks** – Understand how a child's age, dietary needs, and developmental stage factor into planning appropriate meals and snacks. Know how to create meals that support the growth and development of children in a childcare setting.
- **Follow food safety guidelines to prevent foodborne illnesses** – Understand the proper handling, cooking, and preservation of food to protect people from foodborne illnesses and/or injury. Adherence to infection control standards and Centers for Disease Control (CDC) guidelines to mitigate the spread of respiratory illnesses.
- **Collaborate with staff and parents to accommodate special dietary requirements** – Understand how to communicate with parents and staff to gain insights into a child's dietary needs and preferences.
- **Maintain a clean and sanitary kitchen according to health codes** – Understand how to follow procedures to prevent harmful germs from spreading among children and staff, ensuring a safe and healthy environment for all.
- **Order and maintain inventory of kitchen supplies and food** – Understand quality management methods, tools and techniques in the dispensing and distribution of food and other related supplies.

- **Implement safety protocols for food preparation, storage and handling** – Understand key practices in personal hygiene, food safety training, temperature control, sanitization, cross-contamination prevention and food storage.
- **Update staff on child specific dietary restrictions** – Knowledge of the most current information and resources addressing requirements for meal modifications for children with specific dietary needs.
- **Oversee daily culinary operations and staff** – Understand how to effectively supervise staff who work in the kitchen through direct oversight, assistance, teambuilding and support.
- **Manage finances for fixed culinary costs** – Knowledge in the importance of forecasting, budgeting and accounting in food service operations where the budget is consistent from week to week based on the number of children enrolled.

Updated December 2025