Iowa Department of Administrative Services – Human Resources Enterprise
Classification Series Guidelines

# Food Services Director Series

## Classes in the Series

| Class Code | Class Title |
|---|---|
| 07252 | Food Services Director 1 |
| 07253/87253 | Food Services Director 2 |
| 07254/87254 | Food Services Director 3 |

## Series Concept

Positions in this series are responsible for administering, directing, supervising, and planning the food service program at a state institution. The classification of positions in this series is based on the following factors:

- The average number of meals prepared per day.
- The average number of modified diet meals prepared per day.
- The average number of employees working in the food service operation.
- The average monthly expenditure for food.

If a position has ratings of factors split between classification levels, the two highest rated factors will determine the classification. For example, if a position has two factors at the Food Services Director 2 and two factors at the Food Services Director 3, the position should be classified as a Food Services Director 3.

## Exclusions

Positions that do not meet the concept of this series as noted above.

## Class Distinctions

### Food Services Director 1

Positions at this level will be directing food service operations with the following characteristics:

- The average number of meals prepared per day: 300 - 799
- The average number of modified diet meals prepared per day: 1 - 99
- The average number of employees working in the food service operation: 3 - 11
- The average monthly expenditure for food: $11,000 - $29,999

### Food Services Director 2

Positions at this level will be directing food service operations with the following characteristics:

- The average number of meals prepared per day: 800 - 1,999
- The average number of modified diet meals prepared per day: 100 - 399
- The average number of employees working in the food service operation: 12 - 29
- The average monthly expenditure for food: $30,000 - $77,999

**Food Services Director 3**

Positions at this level will be directing food service operations with the following characteristics:

- The average number of meals prepared per day: 2,000 and up
- The average number of modified diet meals prepared per day: 400 and up
- The average number of employees working in the food service operation: 30 and up
- The average monthly expenditure for food: $78,000 and up

*Effective date: 10/01 GR*