

Volunteers Needed for Community Dinner

We have been serving our free Community Dinner on the 3rd Sunday of the month for over 12 years. The number of meals served has increased dramatically in those 12 years. When we started we served an average of less than 200 meals including 40 to guests. We are now serving an average of over 250 meals and over 160 to guests. We wish to thank the congregation for their support both monetary and as volunteers through these years. But, the time has come to ask for more volunteers. We need more help on Sunday mornings to ease the burden on the workers now serving.

Here is what you can do. Sign up to work each month an hour or two, or as a sub as needed. Read the job descriptions on the reverse side of this flier and choose one, complete this side and place it in the collection plate or the office mail slot. You will be contacted to confirm your assignment. Please include your e-mail address if possible.

Thanks for all your help, now and in the future,

Linda Laux

Community Dinner Volunteer Coordinator

_____ Yes, I would like to volunteer each month.
Sign me up for (job) _____ at (time) _____
_____ I want to continue working at community dinners but
would like a new job _____ at (time) _____
_____ Yes, Sign me up to sub as needed.
_____ Call me. I want talk about it first.
_____ I would like to join the Community Dinner committee.
(Meetings are Wednesdays preceding dinners @ 6pm)

Name: _____

Phone # _____

E-mail address _____

(over)

Community Dinner Job Descriptions

SETUP: (8:00 am - approx 8:30 am)

Responsibilities: Set up tables and chairs in Fellowship Hall and put table cloths and provided decorations on the tables.

PREP COOK: (8:00 am - 10:00 am or 9:00 am – 11:00 am)

Responsibilities: Under the direction of the Kitchen Coordinator, help prepare the meal.

SERVER : (10:50 am - 1:00 pm)

Responsibilities: Serve the meal to our members and our guests.

DRINK SERVER: (10:30 am -12 noon or 12 noon - approx. 1:15 pm)

Responsibilities: Set up drink table, keep coffee, juice and water available for diners. After the meal is over, dirty containers are to be taken to the kitchen for cleanup, nonperishable items are put away and leftover juice is returned to the refrigerator.

GREETER: (11:00 am-12 noon or 12 noon -1:00 pm)

Responsibilities: Greeters stand near the Crawford Street south gym door, greet our guests, make sure they know where to go to get their meals and find assistance for those needing help carrying trays.

TABLE HOST: (11:00 am- 12 noon or 12 noon-1:00 pm)

Responsibilities: The table host sits and talks with visitors and shares a meal with them. They are to make our guests feel welcome.

TABLE CLEANUP: (11:00 am -12 noon, 12 noon - approx. 1:15 pm)

Responsibilities: Ensure the tables are cleaned and dirty trays and silverware are taken to the dishwashers.

DISH WASHER: (11:00 am - approx. 1:00 pm)

Responsibilities: Wash and dry trays and silverware. After the meal is over, put away all trays and silverware and cleanup area.

DISHES/KITCHEN CLEAN UP: (12 noon - 1:30 pm)

Responsibilities: Wash, dry and put away all pots, pans, pitchers, utensils, etc. that are used to prepare and serve the dinner.

TEAR DOWN: (12:45 pm -1:30 pm)

Responsibilities: Take down and put away all tables & chairs, table cloths and decorations used for Community Dinner.

SATURDAY COOK: (work times determined by Kitchen Coordinator)

Responsibilities: Under the direction of the Kitchen Coordinator, help prepare items to be served for Community Dinner. Wash, dry and put away all pots, pans, utensils, etc. that are used.