

CCA COMMUNITY SUPPER VOLUNTEER NEEDS

COOK (2-3)

- Plan and cook meals (with loads of help!)

KITCHEN PREP (1-2, if needed by chefs)

- Help chop and prepare ingredients for meal

SALAD/BREAD PREP (2 people, 4:30pm)

- Prepare the salads and chop any salad ingredients
- Slice the bread and place them in breadbaskets

SETUP (5-6 people, 4:30-5:30pm)

- Setup buffet tables including all serving utensils & serving dishes
- Set up dining/dessert tables including dishes, utensils, napkins, s&p
- Setup beverage station and make coffee / hot water
- Prepare dessert trays/plates for dessert table
- Make sure all necessary condiments and salad dressings are setup

GREETER (1person 5:00pm)

- Cheerfully welcome all dinner guests and direct them if needed
- Track number of attendees & collect any donations
- Answer any questions
- Hand out half-sheet information for upcoming supper dates

SERVERS/RUNNERS (5-6 people, 5:15-6:30pm)

- Serve diners their meal
- Monitor and refill dishes, utensils, napkins, condiments, and food
- Monitor and refill beverage station items
- Put out desserts, dessert plates/utensils, napkins on dessert table

TABLE & KITCHEN CLEANUP (5-7 people, 6:15pm)

- Clear all the dining tables as needed
- Clear food and serving dishes from serving tables, put away condiments, unused dishes/utensils, etc.
- Clear beverage & dessert table
- Clean cleared tables
- Put away tables
- Load and run dishwasher
- Hand wash any needed items that don't go in dishwasher
- Put away clean dishes, utensils, serving dishes, serving utensils
- Wash and put away coffee pots
- Help with leftover food & dessert

DESSERTS: cakes, cookies, brownies (please drop off at church by 3:00pm)