

DON'T SPEND CHRISTMAS ALONE

PLAN AHEAD

Volunteer sign-ups are this week-end. A successful event requires the effort of all. Read the following job descriptions and choose your preference. (It never hurts to have a second choice if the need arises).

Consider asking a neighbor or friend to join you in serving others to celebrate most joyous Christmas.

Questions: contact Lauree Birchmeier (928) 260-6300.

PRE EVENT SHIFT (8:00-10:30)

To-Go Box Servers

Pack meals in boxes for transport (4)

Cranberry Jello Scooper

Scoop jello into containers, put lids on (2)

SHIFT 1 (10:30-12:30)

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SHIFT 2 (12:30-2:00)

Volunteer Check-In (Arrive at 10:15)

Check-in volunteers, hand out name tags, direct to orientation area (4)

Volunteer Coordinator (Arrive at 10:15)

Assist Volunteer Chairmen in orientation and area assignment (4)

Greeters

Greet guests, guide them to coat check, restrooms, etc. (4)

Coat Check

Check-in coats/hats, handout name tags, retrieve at departure (4)

Dining Room Hostess

Greet and seat guests (Requires walking/standing throughout) (4)

Coffee/Kitchen Chores

Fix coffee, scoop Jello, supply drink stations, empty trash (4)

Main Kitchen Food Serving Line

Work in the serving line to prepare plates for serving. Fast paced (8)

Cranberry Jello Server

Roam dining area serving cranberry Jello to guests (4)

Roll Server

Walk through dining room serving rolls to guests. (4)

Drink Station

Keep water and milk supplied and ready for waiters. (2)

Pie Room

Cut and plate pie. (6)

Silverware Wrappers

Wrap silverware in napkins, replenish drink stations. (4)

Cranberry Jello Scooper

Scoop jello into containers, put lids on (4)

Waiters

Serve guests, help servers at nearby tables (44)

INTERIM SHIFT (11:30-1:00) - AFTER EVENT SHIFT (1:00-2:30)

Bussers

Clean off tables as guests leave, reset for new guests. (20)

Plate Scrapers (Probably finish 12:30)

Scrape plates of food residue to prepare them for washing. (6)

Pre-wash Rinse

Rinse scraped dishes (2)

Dish Washers

Load dishes in dishwasher. (briefing given use of dishwasher) (2)

Pot Washers (starts at 11:00) (4)

Clean pots (a dirty job)

Dish Dryers

Hand dry dishes/cups, replenish stations they came from. (4)

Silverware Dryer

Dry silverware and take to silverware wrapping area. (4)

