

FMF BREAKFAST VOLUNTEER

Where: Enter at main entrance of parish center. The doors are unlocked for 1/2 hr., centered on your arrival. Breakfast is served in the Community Room.

When there is a funeral, we serve in the Bride's Room.

When: Monday – Friday and Sunday 5:45-6:00 am until 7:00-7:30 am (Breakfast 6:00/6:30) **Saturday 7:30 am until 9:30 am (Breakfast 8:00 a.m.)

What to bring: Basic breakfast foods will be on hand, however, if you would like to make a hot breakfast (that is easy to transport) the guest have often appreciated that. Some examples include: an egg bake, breakfast burritos. Or a treat might be fresh muffins, strudels, fruit, donuts, smoothies. Milk, coffee and juice are supplied.

Saturday late breakfast: Saturday morning the families get to sleep in! The bus doesn't pick them up until 9:00 am. Guests will almost always wake up if they know hot breakfast will be served. Pancakes and sausage have been frequently enjoyed. **Many of our families do not eat pork, so plan on turkey sausage or turkey bacon.**

Where to set up: You may set up at the kitchen buffet window or at the long table in the dining room. Set out plates, bowls, napkins and silverware on one end. Set out glasses, juice and milk. Set out food selection. Plug in the toaster at the buffet window.

Reminders: Start with a small pot of coffee, which dispenses individual cups. Turn on the dishwasher at the beginning of your shift, so it heats the water for later use. Use any milk, juice, yogurt and fruit, jam, syrup, etc. found in the two refrigerators marked *Families Moving Forward*. Non-perishables are stored in back aisle on carts and counter. Visit during breakfast to observe and ask questions, if you are a new volunteer.

Refer to *Kitchen Basics*, posted in kitchen, for use of equipment.

Please note: Breakfast is unpredictable. Some mornings many people will show up for breakfast, while on other mornings few guests will eat. Guests tend to have small appetites for breakfast. Families may be tired and some not as talkative in the morning. Parents are juggling a great deal in the mornings and may appreciate help with getting food for children or setting up toddlers with booster seats, etc.

At close to 6:30/7:00 Make sure families are finishing up. **If any family has not surfaced, please go upstairs to be sure they are awake and moving along so they do not miss the bus!!

Clean up: Families usually bus their own plates into rubber bins. Clear any glasses and plates left on tables. Wipe off tables, and clean the kitchen. Empty and clean out coffee pot if used. Spread dish towels to dry.

Before leaving: **Stay until the families have left on the bus!**

Check all bedrooms upstairs. Be sure lights are turned off. Check bathrooms. Let us know with a note in logbook of any shortages of products or problems. Put any soiled laundry from kitchen in laundry room, behind kitchen.

Take any smelly trash to the dumpster.

Thank you for volunteering!!

Questions or concerns...please contact Breakfast Coordinator: Mary Plumb mkplmu@gmail.com

Kitchen Information, Lumen Christi

An alphabetical listing for location of Kitchen Inventory is posted.

Refer to Kitchen Basics, as needed, posted in kitchen.

Kitchen Manual, three ring binder, is located on the side of the desk, back corner.

Dishwasher – direction posted on wall; turn on early to assure hot water.

Dishes take 3 minutes to dry. Run three racks through and first should be dry.

Silverware needs to be run through twice! Must be totally dry, before put away. May need to be left out for several hours to dry. No dish towel drying-health regulation.

Two switches: light and air must be “ON” for oven use.

Stove top – flame lights when you turn it on.

Pilot lights do not turn off, therefore surface is hot. Oven – Just turn it on. Check to be sure flame lit.

If the pilot light were to go out, a long nose lighter can be found in the tool chest. Oven runs about 25 degrees lower than dial setting!

Grill is always warm

Microwave- directions found on top of microwave.

Convection Oven – If using convection, set the temp about 25 degrees less than called for (hot air cooks the food faster).

Fire Extinguishers are on the wall

**If there is a fire, leave the air/fan switch “ON”.

-Tubes with auto spray? Fuse box – outside the pantry

Shutdown, after cooking:

Check that oven is off and two switches near pantry are off, after dinner.

Please be sure kitchen inventory is replaced in correct location!

Serving Supplies:

- Pantry has serving dishes
- Tool Box has cooking tools
- A back wall drawer, near pantry, has serving tools

Funeral accommodations during breakfast

If there is a funeral scheduled at Lumen Christi for the morning that you are serving: Co-chairs and Breakfast Coordinators will receive notice of funerals, as they are scheduled, and let you know!

We will make every effort to accommodate the Funeral Ministry as follows: Breakfast Location: Serve breakfast in the Bride's Room, if requested by Funeral Ministry. Funeral on a Friday – Ask the Men's Group to shift their meeting location.

- Use a cart for FMF usage: please move any counter items to the cart and wheel into NE corner or to the bride's room.
- We will have the snack foods sorted and in bins. Stack these in the NE corner of the kitchen or the brides room if it is an especially large funeral.
- If the Funeral Ministry shifts FMF refrigerator items, to allow multiple trays, they will shift things back.

Timing- use of kitchen:

- The kitchen space will be shared prior to 7:15 AM
- FMF Breakfast servers will finish by 7:15 AM
- At this time, the counters will be cleared and FMF items moved to NE corner of kitchen
- Funeral Ministry can expect to have full usage of kitchen after 7:15 AM