

FMF Dinner Volunteer

Where: Enter at main entrance of parish center. The doors are unlocked for 45 minutes, beginning weekdays at 5:00 p.m., Sunday at 3:45 p.m. Dinner is served in the Community Room.

When: **Monday through Saturday;** Plan to arrive between 5:00-5:30 pm. to prepare and set up. Guests arrive between 5:45 and 6:00 p.m. Occasionally there is a later bus schedule, and if that is the case we will try to let you know. Plan to serve dinner around 6:00-6:15 p.m.

Sunday: Arrive 3:45-4:15 p.m. Guests arrive between 4:20 and 5:00. Plan to serve dinner 5:30 p.m.

Menu: There are two families volunteering for dinner each night. Coordinate among yourselves who will bring main dish, side dishes, and dessert. Plan your meal in advance to put on a menu plan for guests. Families have requested some meals: see suggested menus below. Plan for one volunteer to run the dishwasher. Ovens are available to warm food at Lumen Christi, but please prepare the meal at home. The doors unlock at 5:00 (M-Sat.), allowing approximately 45 minutes for food warming. Sue, dinner coordinator, will email in advance to give guest numbers and dietary considerations.

What to do when you arrive:

- Sign in the logbook, at front kitchen counter. Make a nametag (first name only).
- Check the book for updated information; for instance, a guest or whole family might not be there that night or a family arriving late may want dinner held for them.
- Check posted food restrictions.
- Set out table cloth, plates, glasses and baskets of silverware on long tables in front of counter.
- Put out condiments. As dinner is ready, place food buffet style on the long tables.
- Set out beverages: milk, juice, pitchers of water, found in the two refrigerators marked *Families Moving Forward*.

Reminders:

- Turn on the dishwasher when you arrive, so it heats the water for later use.
- Refer to *Kitchen Basics*, posted in kitchen, for use of equipment.
- Non-perishables are stored in back aisle on carts and counter.
- If a guest expresses unhappiness with dinner menu, take it cheerfully: we can't please everyone. Refer the guest to secondary dinner options: macaroni & cheese or leftovers.
- Visit during an earlier dinner to observe and ask questions, if you are a new volunteer.

When the guests arrive:

Meet the families as they come off the bus. Offer to assist with small children or packages. Families may want to bring their things upstairs before dinner. Let them know right away the time dinner will be served. No food may be brought into bedrooms. If you like, gather for grace before dinner. After serving, please sit, dine and chat with guests.

After dinner:

- Clean dining room and kitchen. Clear and wipe off tables and highchairs, vacuum floor if messy.
- Run dishwasher, put dishes away and spread dish towels to dry.
- If there is extra food, mark it for FMF and refrigerate. Encourage families to take leftovers for next day lunches. If there is a lot of food left, take some with you.
- Please encourage guests to make lunches for the next day right after dinner. You can set out sandwich/lunch fixings from refrigerator. Bags and containers are in gray bin on kitchen floor. Snack items are on carts and shelves near the dishwasher. Guests may take leftovers from dinner, if they like. Remind guests to label and refrigerate lunches.
- Note in the logbook if we are running short on lunch supplies or beverages.

When to leave: Evening host volunteers arrive at 7:00 pm. Please fill them in on any necessary information and make sure the kitchen is clean before you leave.

Thank you for volunteering!!

For questions contact our dinner coordinator: Sue Hamill at s7hamill@gmail.com

Sample menus from FMF & foods that usually work

These are just ideas to get you started, choose something that is simple and that you love to make for your own family!

Foods cooked with heart taste the best.

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| Sloppy Joes with buns Green salad with vegetables to add in/dressing on the side Potatoes au gratin | Shredded chicken/beef tacos or fajitas Both hard and soft shell Lots of toppings available Refried beans | Meatloaf Mashed potatoes or baked potatoes with lots of toppings Steamed broccoli with cheese sauce on the side |
| Oven fried chicken/regular fried chicken Potato wedges or fries Creamed spinach | Beef chilli with kidney beans Corn bread Green salad/dressings on the side | Jambalaya with turkey sausage/kebasia Dinner rolls Veggies and dip or green salad |
| Make your own pizza night, using premade crust Toppings of their choice finish baking in 15 minutes Green salad/dressing on the side | Sweet and sour chicken or orange chicken (<i>Trader Joe's sells an easy frozen bag</i>) White rice Stir fried red/green peppers, snap peas, green onions to add | Lasagna or spaghetti with meat sauce Garlic bread Green beans with butter |
| Chicken tenders with different dips Homestyle mac & cheese on the side Spring peas | If families eat pork: Pulled pork sandwiches corn | If families eat pork: Baked Ham Cheesy potatoes/baked potatoes |

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| <u>Other suggested sides:</u> Fresh fruit cut up (fruit salad mixed together usually doesn't work) Creamy, cheesy potato dishes Baked potatoes with lots of toppings Macaroni and cheese Baked beans | <u>Dessert ideas</u> Brownies Cookies Ice cream sandwiches Single serve ice cream cups Make your own yogurt parfait Fresh fruit and whipped cream | <u>Try to avoid</u> Many families don't eat pork, we will try to confirm whether or not that is the case for our families. Too many mixed ingredients, hot dishes Salmon or other fish |
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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