

# Volunteer Team Information Sheet

## Sponsoring and Serving Meals

### Meeting Information

**Where:** St. Paul's United Methodist Church  
2423 W. 26th Street, Joplin, Missouri 64804  
**When:** Every Thursday, 6:00 p.m.

### Meal Sponsorship Overview

If your group or organization decides to sponsor a meal, here's what we need for you to provide:

#### ➤ Information

- Please let us know ahead of time...
- Your meal selection
- The number of people you plan to bring
- When you plan to arrive

#### ➤ Volunteers

- Provide four to six volunteers for the evening you sponsor
- Arrive at **5:00 p.m.** or earlier – meal is served at 5:45 p.m.
- Time commitment should be no later than 7:30 p.m.
- Volunteers may stagger arrival times or work the entire time

#### ➤ Meal

- Supply a buffet-style meal for 50-80 people including a main dish, salad or vegetable, and dessert. Drinks are provided by the church.
- Please consider healthy options that appeal to a broad age range
- Prepare the meal at the church or bring food from off-site (church has a refrigerator, roasters, oven, range, and prep areas as well as a walk-in freezer, refrigerator and storage space)
- Supply paper products to accommodate your meal, such as plates, bowls, cups and napkins (flatware provided)

#### ➤ Service

- Serve food in the buffet line
- Please join us in the Epicenter for the meal and for fellowship

#### ➤ Clean-up

- Box up extra meals
- Clear dishes and clean kitchen
- Help put away tables and chairs

See our YouTube video for helpful information on St. Paul's kitchen layout - <http://goo.gl/ArPzgR>

### Community Team Contact

**Nancy Bettasso** | *Community Team Chair* | 417.627.6671

***Thank you for your generosity and kindness in preparing and serving the meal! Please let us know what we can do to help make this process better for you and other groups.***