

Thanksgiving Dinner @ Aberdeen Campus

Serving Opportunities

Serve our Aberdeen Community by showing the love of Jesus through a meal.

- Greet everyone by name and with the biggest smile.
- Refrain from being on the phone and be fully present instead.

SET UP (12) (suitable for children to serve WITH their parents) the night BEFORE the event

The following areas will need to be set up:

- Carpet Down in the Auditorium
- Auditorium Tables (Round x 33)
- Chairs (x7 per table)
- 8' Rectangular Tables Auditorium (x 4)
- 6' Rectangular Tables Hallway (x 6)
- Table Cloths
- Centerpieces

FOOD TEAMS & FOOD SERVER (MUST wear gloves, adults only)

- **Food servers** will ask guests if they would like the item being served.
 - Watch the main buffet and waiting line to anticipate what will be required and NEVER let food go empty.
- Food servers will work closely with **Food teams** in the kids' wing to bring NEW trays of food.
 - Use Radio to communicate
 - carts, mittens are available to make this easy
- **ONLY food team members are allowed in the KIDS wing.**
 - ALL food items' sternos are to be ON at all times to keep food warm.

CAFE TEAM

The Cafe Team extends generous hospitality to all guests by preparing coffee/refreshments and setting up the cafe station, replenishing as needed.

- Preparation of coffee and cutting of deserts will happen in the cafe by adults
- The serving station for this is set up inside the auditorium and includes: desserts, water and coffee -**(suitable for children to serve WITH their parents)**
 - 2 post of strong/dark roast coffee & 2 pots of light roasted coffee
 - Pumpkin, apple, pies - have them served in dessert plates ready to eat for our guests
 - 4 water dispensers
- Make sure there are plenty of ALL items at all times
 - Anticipate when items running low and be ready to replenish
 - Extra cups are under table
 - Extra coffee creamer, sugar etc are inside the kitchen closet on the right side

GREETERS **(suitable for children to serve WITH their parents)**

Greeters intentionally cultivate a welcoming environment where everyone feels at home and a VIP guest by greeting them with a smile, holding open doors, helping guests know where to go.

- Have 2 people outside the doors with signs and 2 at door welcoming everyone and directing them to the welcome table. 2 people at the welcome table with name stickers, markers
- Help EVERYONE (volunteers, all visitors) wear a nametag
 - Volunteers report to Epicenter office for their roles
 - All visitors point them towards the buffet line
- READ below usher's description for more information

USHERS (suitable for children to serve WITH their parents)

Ushers extend generous hospitality by guiding guests to and from their tables, answering any questions they may have and connecting guests with staff when necessary.

- Invite everyone to seat IN the auditorium to enjoy a meal (preferably no eating in the lobby)
 - LOOK for tables with HOSTS, introduce the guests and hand them over to them
- FOOD is in the lobby at center table: rolls, butter and plastic wear are available in 2 high top tables at the end of the buffet line
- Drinks, desserts, and coffee can be found in rectangular tables in the auditorium.
- IF needed offer to carry their food or bring them water /coffee.

Table HOSTS (adults only)

Seat at the table WITH guests (if needed serve 2 tables at once), be a friendly face, ALWAYS greet them by name, be curious who they are, their stories and be fully present. Be mindful, some people want to talk, others will be more reserved. Respect their boundaries ;) The same way some will want to eat and leave, while others will like to stay the whole time, it's ok either way.

- Try to capture guest's information (if possible) at the table to be able to further assist them or share more resources from the table with Epicenter information next to the tech booth.
- Do not be afraid to offer to pray for and with them. Use simple language (avoid "churchy lingo"), God is not impress with our words or the volume of our voice. God is all powerful in the short and quiet prayer too.
- If table cloth gets wet or dirty, ask one of our bussers to reset the table

BUSSER (suitable for children to serve WITH their parents)

Busser will be present IN the auditorium, ready to clean and refresh a table with new table clothes once visitors are done eating. We will NOT ask people to leave, but encourage them to stay as long as they desire.

- When people are done eating, offer to take their trash politely and let them know - “stay as long as you wish”
- If people eat and leave, throw away trash and if wet/dirty change table cloth for a new one and reset center piece & sign sheet & mints ;)
- IF the sign-in sheet is full, place it under clipboard at the resource table (next to the sound booth) and place a new one.
- If not too busy and you feel comfortable, You MAY offer to bring them a water refill, coffee and/or dessert.

TEAR DOWN (12) (suitable for children to serve WITH their parents)

Clean up and reallocation of resources back to original setup for weekend services at the Aberdeen Campus.

- All center pieces go in the labeled plastic bins
- Tear down all round tables and store them in the auditorium closet
- Tear down all rectangular tables in the kids hallway and store them in the appropriate closet (next to the Stadium)
- Plastic chairs will be stacked up and place in the BACK closet (not higher than 24 per rack) towards back stage
- Reset chairs in auditorium for weekend services