

Thank you for volunteering during our Family Promise host week! Volunteers like you make it possible for our church to serve families in need. See the next page for some important details, as well as information about the families we will be serving.

**Donating Groceries**: Please make arrangements to drop off items in the host site.

**Donating Cooked Food**: Please drop off dinner items to the kitchen by 5:30 that night. You may bring those items beforehand as well, but we prefer hot items be brought on the night they will be cooked. Volunteers for this opportunity are also often Supper Servers below.

**Supper Servers**: Please arrive by 5:30 pm through the door up the stairs from the parking lot. Guests will arrive around 5:30pm and dinner is served at 6:30 pm. Items for the dinner will be marked on the kitchen counter or refrigerator or you may be cooking/serving a dinner that you are providing. A binder is also in the kitchen where you will find the menu for the week, including all the items you need for your supper. Layout food and dishes on the counter as a buffet for guests. You may eat as well if enough food is available. Gather dirty dishes through the side window. Set out lunch-making items on the counter after dinner. That may include supper leftovers. Families can pack their own. Wash dishes and put them away after dinner. Your time ends at 7:30pm.

**Evening Hosts**: Arrive by 6:30 pm. The supper servers will be serving. Just get to know the guests. Help the servers if needed. You may eat as well if enough food is available. You may help the servers clean and set out lunch-making items on the counter after dinner. That may include supper leftovers. Families can pack their own. After dinner, hang out with the families. Feel free to bring any activities you’d like to share, such as games or crafts. Your time ends at 8:30pm.

**Overnight Hosts**: Arrive at 8pm. The evening hosts will still be there and you can join the activities. There is no set bedtime for families; parents make those decisions. However, families should be quieter after 10pm. Cots are available for you to use. Please bring your own bedding – sleeping bag, pillow, blanket. By 6:30 am, begin to set out quick, non-parrishable breakfast items on the serving counter and make a batch of coffee in the coffee pot to start in the morning. Families will depart at 7:15am. Then conduct a cleaning of the shared areas. Your time ends at 7:30 or 8am. If you need to leave by 7:30 or earlier, let your volunteer coordinator know and we can arrange for someone to relieve you and finish cleaning. This position is often combined with the Breakfast Servers below.

**Saturday/Sunday Breakfast Servers**: Arrive at 7am. Cook and prepare the meal. Serve at 8:00 – 8:30 am. Open the counter doors and layout food and dishes on the counter as a buffet for guests. You may eat as well if enough food is available. Gather dirty dishes. The overnight hosts will leave a 7:30am. The guests will depart at 9:00am. Then conduct a cleaning of the shared areas. Your time ends at 10am. If you need to leave earlier, let the volunteer coordinator know and we can arrange for someone to relieve you and finish cleaning. This position is often done by the Overnight Hosts also.