Brunch Hosts and Servers

Brunch Overview

Monday through Friday, our families have varying schedules, so they have a simple self-serve breakfast of cereal, toast, or oatmeal. When Hot Brunch time comes along on Saturday and Sunday, it is a real treat! The Dining Room is open for Brunch from 9:30am-11:30am. Volunteers can plan to arrive whenever they want in order to have brunch ready at 9:30am, and are welcome to stay for the full 2 hours 3, but they certainly can leave whenever they need to, at which point staff will take over serving and clean-up for any families who may come late.

Brunch Volunteer Responsibilities

- Please sign in at the computer station by the front desk and make yourself a name-tag.
- Check in with our front desk staff. Let them know if you need any help carrying items from your car to the kitchen. Also let them know if this is your first time volunteering. There is always a staff member who will gladly help orient you to the kitchen.
- Prepare kitchenette and dining room for dinner by cleaning off tables and placing plates, drinks, and food on kitchenette counter or side table.
- Place food with serving utensils on kitchenette counter buffet style. Please use silicone hotpads or potholders to protect the new counters.
- Let staff know when brunch is ready to be served.
- Please be available to assist with serving food. When doing so, please wear the plastic gloves, aprons, and hair caps provided in the kitchen.
- Monitor the food, giving appropriate-sized servings, and make sure enough food is available. If it looks like there will not be enough food, tell a staff member and assist in preparing food from the pantry, fridge, or freezer.
- Make a plate for yourself and eat with the families. Relax and be yourself!
 Take your cue from our families: some residents enjoy the chance to talk with volunteers, while others may feel more private or need time to prepare for the day. Please do not ask any personal questions!
- When most people are done eating, begin cleaning up kitchen and kitchenette area.
- Rinse dishes and load them in dishwasher. Please do not overload; running the dishwasher a second time later is much more effective! Large items may need to be washed by hand. Do not start the dishwasher, please; a staff member will take care of that step.
- Please label, date, and securely store any and all leftovers in the residents' fridge. Families who come in after brunch is over may warm up these leftovers for lunches or snacks.
- Check in with staff when you leave, so we can say **THANK YOU!**

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IMPORTANT KITCHEN USE GUIDELINES:

- Please place potholders or silicone pads under any hot dish or pan, both on the serving counter and in the kitchen.
- Please do not use abrasives on the counters—they should be cleaned with soap and water ONLY!
- Please let staff run the dishwasher after you have loaded it.
- Please do not blow out or turn off the pilot lights on the kitchen stove/oven. The
 pilot lights are safe, and they need to stay lit in order for this stove to work.
 Because the pilot lights are on at all times, please do not put plastic items on top
 of the stove.

Thank you for sharing your time, energy, and resources with Alpha House families!

<u>Location & Contact Info:</u> Alpha House, 4290 Jackson Rd, AA 48103. Kathy Koehler, Volunteer Coordinator: <u>kkoehler@alphahouse-ihn.org</u> or 734-822-0220

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