



## **Anchorage Breakfast Program Volunteer Job Descriptions**

*Volunteers are needed weekdays from 7:15a.m.-10:15a.m, and will be asked to perform any number of tasks from serving coffee to washing dishes. Below is a list of jobs needed during the week.*

**Team Leader:** Manages the daily operations of breakfast and assigns team duties. Team leaders are responsible for **calling** and confirming each person on their team and finding subs when needed. They are the go-to person of the morning.

**Beverage Team:** Prepares and serves beverages. Ensures that poured juice is available to guests. (Two –three volunteers)

**Toaster:** Prepares toast in kitchen with butter.

**Toast Artist:** Supplies toast to guests with peanut butter and/or jelly.

**Cereal Team:** Pours a variety of cereal into bowls; serves hot oatmeal (when available). Preloads cereal into bowls to ensure an ample supply for guests. (Two volunteers)

**“Go-For”:** Retrieves supplies as needed for volunteers.

**Dishwasher:** Receives bused items, removes leftover food, and loads items into commercial dishwasher.

**Busser:** Keeps dishes separate at bussing station and assists guests with trash. Brings dirty dishes to dishwasher.

**Greeter/ Counter:** Stationed ahead of the tray cart. Greets each guest and gives them a napkin. Counts each guest with the “Clicker”. Reports number to team leader.

**Dish Dryer/ Re-supplier:** Unloads items from dishwasher, dries, and re-supplies items.

**Set-up/Tear-down:** During the preschool year, set-up and tear down may occur every day. You are responsible for preparing the gym for breakfast or clearing the gym as needed. You will also be given another duty during the program.

**Add on food:** Miscellaneous foods that can be served such as fruit, applesauce, breakfast sandwiches, eggs, bacon, etc. **(This will usually be a job for set-up/teardown team)**

**Lobby Assistant:** Helps guide those in need of assistance up to the gym. If you have trouble standing for long periods of time, contact the church secretary so that you will be placed as a lobby assistant.

**Food Procurement Team:** Helps transport & unload food and supplies from drop off site to the church once a week (as needed) from the Central Food Bank. Occasionally picks up coffee for grinding