

## Grace Pancake Breakfast Roles

### Everyone

Put on disposable bonnet (unless you have a cap or bandana on already).  
Wash your hands, and put on plastic gloves.

### Preparation

#### Coffee Maker: 1 person

Fill 3 coffee pots with water to 80 cups. Use approximately 4 cups of coffee.  
*A filter in the basket will reduce grounds in the bottom of the pot.*  
The red light will come on when it is done brewing.  
Remove the baskets and add grounds to the compost.

#### Sausage Preparers: 1-2 people

Preheat oven.  
Line 4 trays with foil. Place one bag of sausage on each tray.  
Pull foil over top of each tray to reduce splattering in the ovens.  
For even heating, turn the trays once half-way through heating.  
*Sausage is precooked and only needs to be reheated.*

#### Pancake Batter Mixer: 1 person

Mix pancake batter on #1 speed setting, and mix to a consistency of latex paint (i.e. 1 full bag of pancake mix mixed with 3 full size pitchers of water)  
*Vegetable oil can be added to the mixture to reduce sticking.*  
*Keep a towel and/or plate under the mixing apparatus to catch the drips.*  
Pour batter into smaller containers—keeping a towel underneath to catch drips.

#### Pancake Flipper: 1-3 people

Turn fire low on stove as you mix the pancake batter so that the heat spreads through the griddles slowly instead of smoking up the kitchen.  
Start cooking by 6:45 am; pancakes should be fully cooked without being burnt.  
Keep pancakes warm by covering them with clean towels or placing them in roasters to keep them warm.

#### Condiment Preparer: 1 person

Take butter out of the refrigerator.  
Individual syrup bottles should be filled from the gallon jugs and placed on each table.  
Set up warm water and rags in the pantry to allow quick clean-up and refilling of syrup bottles.  
Fill with sugar, creamer, stir sticks, and sugar substitutes and place at the end of the serving area by the juice. *Tip: If you keep sugar packets in the coffee can underneath the coffee, you can very quickly re-supply the basket as it empties. At the end of the breakfast when you are cleaning up, re-supply the sugar basket and coffee can with sugar packets from the box.*

#### Juice Maker: 1 person

Fill two orange containers with water approximately 80%. Add approximately  $\frac{3}{4}$  a container of tang and stir well. Add ice, and take the containers to the serving area.  
*During the winter, usually, one orange container is enough because more people drink coffee.*

### Serving Preparer: 1 person

Check to see there is an adequate supply to serve 400 servings. If not, have the caretaker get more NOW from storage. Please use the silverware and napkin *packets* instead of the individual silverware.

Pull apart plates and set them off-kilter from one another for easy serving.

### Anyone who has free time...

- 1) Make sure all tables and chairs are in place
- 2) Make sure all fans (ceiling, window, floor) and exhaust hood are on
- 3) Make sure there is an adequate supply of gloves, paper towels, etc.
- 4) Make sure the pancake batter dispensers are properly assembled
- 5) Unless the caretaker has already prepared one, make sure a bucket of warm, soapy water (or rags and cleaner in spray bottles) is available to clean up spills in the dining area

At 7:25 am, gather all volunteers together to pray.

At 7:30 am, verify that you are ready, and ask the caretaker to open the gates.

From 7:30 am until 8:15 am, serve breakfast. Make sure health code standards are met.

Standard Serving = 3 pancakes, 2 sausages

When you are out of sausage, you can just give pancakes.

At 8:15 am, close the serving windows.

## Serving

### Dining Room Cleaners: 2 people

Clean up messes, especially floor spills

Wipe down used trays

### Coffee and Juice Servers: 2 people

Pour cups of coffee and juice.

### Pancake Flippers: 1-3 people

Flip pancakes.

Make sure pancakes stay warm.

### Syrup Filler: 1 person

Fill syrup containers and clean them.

*Do not open a new jug of syrup at the end of the day. Empty bottles can be placed in the refrigerator and filled the next week.*

### Dishwasher: 1 person

Wash dishes using the 3-sink method: 1 sink for washing, 1 sink for rinsing, 1 sink for sanitizing

### Pancake Server: 1 person

Plate 3 pancakes per plate and 2-3 packets of butter

### Sausage Server: 1 person

Plate 2 sausage links per plate

Server: 1 person

Hand the full plate (pancakes, sausage, and butter) to the guest with a smile and “Good morning!”

Counter: 1 person

As each guest receives a plate, click the counter.

Record the number of plates of food served on the appropriate clipboard.

Host: 1 person

Hand out trays to guests, smile, and say, “Good morning!”

**Clean-Up**

In the kitchen...

Everything needs to be washed and put away.

Scrape griddles clean and cover with a light coating of vegetable oil.

Sweep the floor with a broom and wet mop if there has been significant spillage.

Seal leftover food in foil or in ziplock bags.

Return every item used to its place in the kitchen.

At the conclusion of clean up, the kitchen and pantry should be in the same condition it was at 6:15 am.

**We encourage all serving groups to bring no more than 12-15 people. If you do not have a role because more than 12-15 people came to volunteer or if your group is especially efficient and you have extra time, you may choose one of the following service options.**

1. Grab a plate of pancakes and sausage, find a table, eat, and talk with guests. This is a ministry that we often don't have time to do, but it is important. When we simply sit and talk with someone, especially over a meal, we indicate to them that they are valuable. Imagine yourself in the person's situation. Good questions to begin conversation include:  
*May I sit with you?* (Sometimes, people won't want you to sit with them, and that is okay. Respect their wishes.)  
*My name is \_\_\_\_\_. What's yours?*  
*Where are you from originally?*  
*How is it that you came to Phoenix?*
2. Grab plastic gloves and a black plastic garbage bag. Pick up trash from the church parking lots and courtyard. By no means does any group *have* to do this. It is simply an option if one or more people find themselves with extra time and energy.

**We give thanks to God for YOU! We could not host the pancake breakfast each Sunday without you. Thank you for your ministry!**

**With joy and gratitude,  
Grace Lutheran Church**