

NGWTE KITCHEN TEAM BREAK OUT SCHEDULE

Before Team Meetings Start

* Read NGWTE 3-Day Schedule & Kitchen Operation Manuel
* Kitchen Coordinator (KC) and Entertainment Assistant (EA) attend orientation meeting with kitchen board rep
* KC discuss with Lay Director (LD) preferences regarding themes, skits, decorating or special requests
* KC discuss with LD Thursday team dinner, Sunday Living Last Supper / Angel Breakfast

Week 1 of Team Meetings: No Full Kitchen Breakout Session

* Discuss with Assistants-determine inside/outside lead
* Make sure KC & EAs have read 3-Day Schedule & Op Manual

Week 2 of Team Meetings: 1st Whole Kitchen Breakout

* Welcome first time servers, build team comradery & bring a “SERVANTS HEART”: Serve God, each other, pilgrims
* Summarize weekend events & walk through of the 3-Day Kitchen Schedule
* Review responsibilities of kitchen team: meals, serving, skits, praying, the Body of Christ
* Have fun…BE SAFE-Review kitchen safety/health rules
* Review opportunities in Kitchen: cooking, cutting, plating, serving, washing, making drinks, cleaning, prayer warriors

Week 3 of Team Meetings: 2nd Whole Kitchen Breakout

* Introduce each other thru ice breaking exercise
* Review volunteer opportunities in kitchen and start assigning tasks
* Review & hand out Safety Rules & Tips for Kitchen Servants (Located on Pages 17 & 18 of Kitchen Manual document)
* Review & hand out Suggested Packing List of items to bring to Kings Retreat
* Determine 3 lead cooks: kitchen, restaurant, catering experience make good lead cooks
* Ask for & discuss skit ideas: make note of respondents so they can lead
* Determine skits, skit leaders and participants
* Review kitchen safety/health rules
* Explain prayer warriors & start signing up
* Discuss themes, props and costumes
* Lead cooks meet with EA-provide them with kitchen manual

Week 4 of team meetings: 3rd Whole Kitchen Breakout

* Discuss arrival timing at KR
* Discuss Thursday team meal & oven agape for Thursday send off
* EA review safety & manual with lead cooks
* Skit leads to discuss needs & practice skit
* Discuss special kitchen jobs and pick volunteers

Week 5 of team meetings: 4th Whole Kitchen Breakout

* Review & handout skit / theme timing, prop needs & costumes
* EA confirm inventory helpers, food truck unloaders (available to arrive at King’s Retreat by 8 am Thursday)
* EA confirm team members available for walk through with KR Superintendent (Gwen) (the more the merrier)
* EA review and confirm special diet info for pilgrims

Week 6 Skit Team Breakout

* Practice skits