**2021**

**North Georgia Walk to Emmaus**

**Kitchen 3-Day Schedule**

## North Georgia Walk to Emmaus – 2021Menu

## **Thursday Reception**

Cocktail Meatballs

Vegetable Trays w/Dip (Broccoli, Carrots, Cucumbers, Celery & Peppers) Potato Chips, ranch dip /Tortillas, salsa

Dessert Trays – Oven Agape- Cookies, Cakes, treats, etc., provided by the Kitchen Teams Fruit Trays (Apples, Oranges, Grapes)

Iced Tea, Lemonade, Coffee

##### Friday Breakfast

Emmaus Ham and Cheese Casserole - Prepare on Thursday afternoon

Hash Rounds Fruit Bowl

Assorted Dry Cereal Assorted Fruit Juices

Coffee, Tea, or Hot Chocolate

**Friday Lunch**

Tomato Basil Soup

New Emmaus Chicken Salad – Be sure to thaw chicken in walk-in on Thursday Croissant and Crackers

Agape - Brownies etc... Iced Tea or Coffee

##### Friday Dinner

Pot Roast - Be sure to thaw Pot Roast in walk-in on Thursday Roasted Red Potatoes

Green Beans Gravy

Tossed Salad Mix Dinner Rolls

Iced Tea or Coffee Agape cookies & desserts

##### Friday Night Bonfire

Lemonade Cookies - Agape Popcorn

##### Saturday Breakfast

French Toast Casserole – Prepare on Friday afternoon

Sausage Links Fruit Tray Agape Muffins

Assorted Dry Cereal Assorted Fruit Juices

Coffee, Tea or Hot Chocolate

##### Saturday Lunch

Make Your Own Beef Tacos Rice

Black Beans Chips/Salsa

Shredded Lettuce/Tomatoes, Shredded Cheese, Sour Cream Agape Cookies

Iced Tea or Coffee

**Saturday Night Community Refreshments** Water/Coffee (if cold outside) Cookies/Brownies – Oven Agape

##### Saturday Dinner

Parmesan Chicken with Marinara Sauce– Be sure to thaw chicken in walk-in on Thursday Steamed Italian Vegetables

Individual Tossed Salad Mix Garlic bread

Apple Pie with Vanilla Ice Cream Iced Tea or Coffee

##### Sunday Breakfast

Egg & Cheese Casserole – Prepare on Saturday afternoon Bacon

Grits - Cheese optional Cinnamon Rolls Assorted Dry Cereal Assorted Fruit Juices

Coffee, Tea or Hot Chocolate

##### Sunday Lunch

Option #1 Option #2

BBQ Pork Sandwiches Asian Chicken Salad on bed of Romaine Cole Slaw

Potato Chips/Pretzels/Tortilla Chips Serve remaining Fruit, Salad, and Agape desserts

Iced Tea, Lemonade and coffee

*\*\*Meals can be moved around within your weekend, but please do not make changes to the actual menu items. Be sure to plan ahead if you make adjustments to this schedule.\*\**

# Thursday—Opening

[ ] Walk-through with the King’s Retreat Superintendent at 10:00 a.m. (KC/EA/Team leaders) Review operation of ovens, stove, warmer, dishwasher, coffee machines, etc.

Get daily and final cleaning checklist, and end of the walk food disposal plan.

#### [ ] Complete inventory of existing pantry items. It is helpful if you can do this before the driver arrives, but needs to be done before you put away any newly received items.

* Check in food as it arrives from SYSCO – 2 designated kitchen helpers, plus Coordinators
* Put ALL frozen goods (except ice cream, hash browns, and apple pies) in “Walk In/Big Silver” cooler, not the freezer. This is includes Pot Roast, Soup and Chicken. Take all meat items out of their boxes and place in pans or sheet pans in order to thaw or “Pyramid” the boxes in order to create airflow. Do not put open pans of meat on top shelf of walk in cooler.
* Refuse unacceptable items (green bananas etc) and/or things that are in excess of original order.

**BE AWARE**: Sysco has an autofill policy and will replace out of stock inventory with a comparable product. If this happens, notify Shua Gambill as soon as possible. You may need to adjust some preparation based on the product sent (ie., garlic bread may or may not be pre-cut)

##### Review to be sure cooking instructions exist for all packaged goods. DO NOT THROW AWAY COOKING INSTRUCTIONS FROM BOXES.

**Thursday--Afternoon**

[ ] Begin Dining Hall Setup (EAs and dining hall team)

Search and find: bowls/baskets, table covers, stirrers, cups, etc.

Prepare condiments (use your judgment for which bowl/basket to use for each): 10 x-small white bowls (1 per table): sugar & substitutes

10 x-small white bowls: jelly

10 square baskets: salad dressings

*Keep in cooler*

10 small black bowls: coffee creamer 10 small white bowl: margarine

10 small white bowl (cover): cut lemons

Refill salt and pepper shakers

Setup coffee/tea/hot chocolate station with condiments, cups, stirrers for reception Setup drink station--find pitchers for coffee, teas, juices, lemonade, water, milk Setup cereal cart with cereals and bowls (leave in pantry)

Arrange tables and chairs for Reception (Optional) Set tables for team dinner Decorate for reception

Oven Agape should be stored in the “Dry Storage” area Assign 6 top bunks for kitchen decorations and agape storage

[ ] Begin food preparation (Cooks and team):

Advance food preparation: for Fruit and Veggie Platters (Thursday Night reception) 1 bag of julienne sliced red, green and/or yellow peppers

1 bag of cut broccoli florets 1 bag cut cucumber rounds

1. bag of cut carrots sticks or baby carrots 1 bag of cut celery sticks
2. Bags of Cored and Sliced Apples

2 Bags of oranges cut into equal wedges (approx. 6 wedges per orange)

Wash grapes

If time allows, prepare New Chicken Salad for Friday lunch (see recipe card)

##### [ ] Prepare Egg Casseroles for Friday breakfast

Create a 6 to 8 person team to make the 12 Casseroles- See attached recipe Spray the pans with PAM!!

Advance food preparation: for 12 Egg & Ham Casseroles (Friday Breakfast)

12 - Gallon bags of Cornflakes for egg Casserole (Use 4 cups of Corn Flakes to make 2 cups of gently crushed Corn Flakes in each bag). Save these for final casserole preparation just before cooking on Friday morning.

#### Be sure to have 1 or 2 veggie options

\*\*\*Be sure to save ¼ cup of egg/milk mixture per casserole for final preparation on Fri. AM (3 cups total for 12 casseroles)\*\*\*

Cover each casserole with plastic wrap, place 2 casseroles on parchment paper covered baking sheet and store in the walk in for Friday morning

[ ] Prepare drinks:

9 Gallons of Iced Tea (2 Insulated Coolers placed in walk-in/1 full urn) Prepare Lemonade (enough for 4 – 5 pitchers (place in cooler)

Make Regular and Decaf coffee for reception

Mix/prepare Orange Juice (4 Pitchers) and Apple Juice (2 Pitchers) for Friday breakfast (Orange Juice is concentrate and should be mixed in a 3:1 ratio/3 parts water to 1 part juice). Store in cooler. Open pitchers should be covered with plastic wrap for storing.

[ ] Continue food preparation (Cooks and team):

Prepare 4 assorted fruit trays on silver trays, for reception (Oranges, Apples, Berries, Grapes). (Use leftovers throughout the weekend). Cover and store in cooler.

Prepare 4 veggie trays on silver trays, for reception (Peppers, Carrots, Celery). (Use leftovers throughout the weekend and be creative). Divide Ranch dressing into 4 bowls one for each veggie tray.

Prepare 2 Potato Chip bowls (Medium Plastic bowl) and Ranch Dip (White condiment bowls)

Prepare 2 Tortillas Chip bowls (Medium Plastic bowls) and Salsa (white condiment bowls)

Prepare 4 Agape dessert trays on silver trays (from kitchen team agape). Do more if you need to.

Optional Team dinner Preparation (if you plan on having a team diner, please plan accordingly)

Coordinate with other team leads for kitchen items (EA) – These items need to be kept in the Servant’s Den not in the kitchen coolers

* Chapel (grape juice and pita bread)
* Housing (morning coffee and water)
* Facilities Coordinator (coffee, tea, hot chocolate, condiments, snack schedule) 1:30 Take meatballs out of walk-in cooler to thaw.

3:00 Turn on warmer. Preheat oven to 350 degrees.

3:30 Prepare meatballs: Mix grape jelly and BBQ sauce (see recipe) in a medium pot over medium heat. Stir constantly until fully incorporated. Empty 1 bag of meatballs into a large roasting pan. Repeat

for the second bag. Distribute sauce over both pans. Stir well. Place in oven for 20 minutes or until hot.

4:00 Kitchen team devotion in kitchen (led by KC/EA)

Review team canon, rules for jokes, sanitation, work responsibilities, pilgrim-focus

4:30 Distribute the meatballs and sauce to 8 fluted serving bowls. Cover with aluminum foil and place into warmer. Have in warmer before team dinner.

Kitchen team dress for dinner and Sendoff

4:45 Team dinner - Optional (can be held in conference room instead of kitchen) 5:30 Team blessing/communion in Chapel

6:15 Clean kitchen and set tables and chairs for Sendoff (if Team dinner is in kitchen)

6:25 Set out chips/dips, veggies, fruit trays, oven agape desserts, and meatballs (be sure to include bowls of toothpicks) for reception

6:30 2 kitchen servants coordinate with Housing team as runners with oven agape from sponsors 6:30 Ice cups at drink station for tea, lemonade and water. Prepare coffee and hot water pitchers.

6:35 Dining Room is open for Reception

Pilgrims and sponsors arrive in kitchen. Rotate, smile, have fun! Find special diet pilgrims and introduce yourself

6:50 Replace 4 bowls of meatballs from the buffet with 4 warm bowls from the warmer

7:30 Sendoff and sponsor hour begins in Chrysalis room-If you’re sponsoring, go to the Chrysalis room with your pilgrim!

7:30 Dining Hall: Prepare for Friday breakfast: Clear Tables

Put away food:

* Cut Fruit goes into large plastic bowls (10) for Fri. Breakfast (remove rinds from oranges)/Wrap and place into walk-in cooler
* Left over veggies go into bags for salads/place into reach-in cooler Empty garbage cans

Arrange tables for breakfast and set with silver, juice cups, coffee cups, napkins and plates Replenish and chill all drinks (Iced Tea/Lemonade) and condiments

If not done already, Mix/prepare Orange Juice (4 Pitchers) and Apple Juice (2 Pitchers) for Friday breakfast (Orange Juice is concentrate and should be mixed in a 3:1 ratio/3 parts water to 1 part juice). Store in cooler.

NIGHTLY CLEAN-- sweep/mop kitchen, vacuum dining hall, wipe all surfaces

**10:00 Pilgrims are dismissed IN SILENCE from the conference room. All team members PLEASE honor silence until pilgrims arrive for breakfast Friday morning!**

##### Kitchen Coordinator: Don’t forget about the team meeting in the conference room.

Get a good’s night sleep!

**Friday—Breakfast (7:30-8:15)**

Ham and Cheese Casserole - **Make the Casseroles Thursday afternoon**

Hash Rounds Fruit Trays

Baskets of Agape Muffins Assorted Dry Cereal Assorted Fruit Juices

Coffee, Tea or Hot Chocolate

5:30 Make regular and decaf coffee, two pitchers of ice water- 3 helpers Thermal pitchers with regular coffee, decaf and hot water

Set rolling station-- cups, stirrers, sweeteners, creamer, lemon, tea, hot chocolate Work with Housing servant to deliver to pilgrim hallway

Turn on warmer, preheat oven to 350 degrees for casseroles/hash rounds. Take casseroles out of cooler to come to room temperature. Coordinate rest of meal preparation

\*\*Finish Preparation of 12 breakfast Casseroles. For each casserole: Add reserved 1/4 cup of egg/milk “mixture” to each casserole Sprinkle ¼ cup of cheddar cheese on top

Combine prepared bags Crushed cornflakes (2 Cups) and 1/4 cup of melted butter and cover casseroles with this mixture. Cover pans with aluminum foil. *Be sure to have veggie casseroles available.*

6:00 Cook ham and egg casseroles covered with foil on parchment paper covered sheet pans in the oven for **40 minutes** (at 350 degrees). Remove foil and cook for an additional 15-20 minutes until the internal temperature reads 160 degrees.

*Keep an eye on the cornflakes. If they start to burn, replace foil and continue to cook.*

6:45 Prepare Hash Rounds: **Be sure to spray pans with PAM spray or use parchment paper.** Place hash rounds in a single layer on large sheet pans (you should have 6 sheet pans/5 lb. bag per pan).

Prepare drink pitchers: OJ (4 pitchers/3:1 mix with water), apple (2 pitchers), milk, ice water Put milk and bowls on cereal cart, display cart in dining room

7:00 Remove Casseroles from oven and place into warmer. Turn oven up to 450\*. Place Hash Rounds into oven and bake for 15 minutes (check cooking progress at 10 minutes). When cooking is complete, transfer into rectangle serving dish and place in warmer until serving (*do not cover; they will get soggy)*.

-Place oven agape muffins in oval serving baskets lined with napkins and place in warmer. Place onto tables after 15 minutes in warmer.

7:15 Fill thermal pitchers with coffee and decaf coffee

* + Place standard condiments on table (jelly, butter, creamer, sugar, salt & pepper)
  + Place large bowls of cut fruit on tables
  + Set aside plates & extra food for Speakers, Cooks & Guards
  + Circulate lots of servers with drinks, and one server rolling cereal cart

7:30 Breakfast is served. **Serve hot food first before serving beverages**. Have a vegetarian casserole available. Leave two pans of casserole and hash rounds in warmer for kitchen team (and guards on women’s walks).

# Friday-- Post-Breakfast

8:15 Pilgrims return to conference room

* + Clear tables/put uneaten food away **(Pans and plates need to be pre-washed in order to get eggs cleaned)**
  + Serve breakfast to those team members who have not eaten.

##### (Women’s Walks – Please remember to save food for the guards.)

* + Empty the garbage cans.
  + Change decorations if you wish, no agape yet.
  + Set the tables: Plates, silver, and napkins and place cards. (Make sure you have a couple of kitchen servants assigned to assist the leadership in finding their seats. You may do a chart for leaders ahead of time if desired. Sample file available online.)
  + Replenish and chill all drinks, fruit, and perishable condiments in cooler

##### Turn the Meal Blessing boards around

**SPECIAL NOTE**: The pilgrims eat with their table communities starting with lunch Friday. Please set up tables accordingly, one representing each table on the walk; to include the table leader, asst. table leader, pilgrims and interspersed inside team (from head table). Make sure to label the tables. All outside team will eat at the same time at tables designated for the team. Make sure to rotate pilgrim table placement and head table each meal. If there is not enough room at the 6 pilgrim tables for the entire head table, the Board Rep and Weekend Coordinator may be seated with the outside team.

##### After every meal:

* Replenish salt and pepper, butter bowls, creamer & sugar baskets.
* For lunch or dinner: salad dressing, saltine crackers, and lemons.
* Prepare 9 gallons of ice tea for lunch and place in the cooler. (Quantity based on what is left over from the previous meal.)
* Fill pitchers with water and put in cooler
* Prepare new batch of coffee or “blend” morning coffee

##### REVIEW FRIDAY LUNCH MENU AND PREPARATION INSTRUCTIONS

9:15 Outside Team devotion/ communion in Chrysalis room/lead by Spiritual Director 9:55 Inventory table agape and oven agape

Set schedule for weekend for serving and using both items (for oven agape include breakfasts,

desserts, Friday night cookies/brownies, and Saturday night community treats) Conference Room will go outside to take picture. Outside team no longer participates.

Check to make sure the chicken for Friday lunch is defrosted. If it is not thawed place sealed bags of chicken into room temperature water to help speed the thawing process

**Friday—Lunch (11:45 – 12:15)**

Tomato Basil Soup – **Read instructions on package**

New Chicken Salad Croissants Croutons for Soup Whole Fruit

Agape Brownies Iced Tea or Coffee

10:00 Start preparations for lunch:

* + (*If not completed on Thursday*) Prepare the New Chicken Salad – See recipe card. Assign 6 tto 8 people in order to complete this on time
  + Prepare Coordinators of Iceberg lettuce for lunch. Remove lettuce core and peel back lettuce leaves. Rinse leaves with cool water and pat dry trying to KEEP WHOLE LEAF INTACT. Place in large bowl, cover and store in walk in cooler.
  + Set up 2 – Soup Carts with bowls/soup spoons/Ladles (Place hot soup on carts at 11:45)
  + Make up 2 per table small bowls of croutons for soup (place on tables)
  + Make up 2 per table small bowls of Shredded Parmesan Cheese for soup (place on tables)
  + Make up 1 per table large square colored baskets of Whole Fruit (place on tables)
  + Create 5 large trays of Agape desserts. Use large round tray with sides

\*\***Check to see if the pot roast is defrosted** and completely thawed for dinner. If not, take the roasts out of the boxes and separate them in order to circulate the air around them. Have someone check every hour or 2 to make sure they are totally thawed by dinner prep time\*\*

##### Things to remember... soup spoons on the soup cart.

10:30 Fill large pots with water. Place the soup bags into the large soup pots of water and warm slowly to temperature for consumption. **Read instructions for preparation**. Note that the bags are made to heat soup inside the bag in boiling water. DO NOT EMPTY BAGS INTO THE POT TO HEAT. Place croissants on parchment paper on large sheet pans and place in warmer for 15 minutes. Make up 1 per table oval baskets, lined with cloth napkins, for Croissants (place on tables/after warmed).

11:15 Check with the Facilities Coordinator for update on schedule.

Check soup to make sure it is heating evenly inside the bag. Check to make sure there are no frozen chunks left in the middle of the bag.

Start plating salads. Take a dinner plate and place a lettuce leaf (or handful of greens on the plate), scoop about 3/4 cup of the New Chicken Salad and put it onto the lettuce and put the plate onto a sheet pan, do this until the baking sheet fills up. Cover the baking sheet with plastic wrap and place into the Walk in refrigerator. Do this for all the people you are serving. This is best option to keep control of portion size versus letting pilgrims scoop onto their plate. Option: Instead of plating individual salads, place lettuce leaves in large plastic bowls and chicken salad in medium plastic bowls cover with plastic wrap and store in the walk-in.

11:35 or (10 minutes before arrival) Take the pre-plated salads out of the refrigerator and place on the tables Option: Take plastic bowls from walk-in and place onto the tables.

Carefully cut soup bags and pour heated soup into clean pots for serving.

11:45 Pilgrims arrive for lunch, as the pilgrims are sitting bring out soup in the pots. The pots should be placed on the rolling carts and the soup should be served in the dining room. Ladle soup into bowls

on the cart. Servers ask pilgrims/team if they would like soup before placing it down. Don’t fill the bowls to the top, be sure to set table with spoons or offer a soup spoon when serving.

Agape Brownies/Dessert should be served on trays, the servers can walk around with the tray full of desserts to each table and ask if anyone would like a dessert. This should be done at or just after the half way point in the meal. Use Tongs to serve.

# Friday-- Post Lunch

12:30 Dining Hall:

* Clear tables, put food away, empty garbage cans (It is recommended to pre-soak soup bowls before putting them through the dish washer.)
* Replenish and chill all drinks, fruit, and perishable condiments in cooler
* Change theme decorations (take used, borrowed décor items to team cars)
* Set tables for dinner…silver, cups, napkins, plates, bowls, Coordinators name cards & table names
* Set table Agape out (see Agape team)
* Serve meal to those team members who have not eaten. **Women’s Walks - don’t forget to save food for the Guards**
* Prepare dinner according to schedule/plan

##### 1:45 Prepare French Toast Casseroles for Saturday breakfast

Create a 6 to 8 person team to make the 12 Casseroles- See attached recipe Spray the pans with PAM!!

Cover each casserole with aluminum foil and store in the walk in for the next morning

2:45 – 4:45 Pilgrims on Long break (pay attention to being on cell phones outside) 3:00 Read the Book of Revelation...and write a 3-page essay or…take a nap!

**Friday—Dinner (6:30-7:00)**

Pot Roast

Roasted Red Potatoes Green Beans

Gravy

Salads (Lettuce Salad Mix) Dinner Rolls

Iced Tea or Coffee Agape Desserts/Cookies

3:30 Prepare salad (4 bags of Lettuce Salad Mix, cut broccoli florets, slice cucumbers, chop celery, carrots & peppers). Cut tomatoes into 8 wedges. Toss all ingredients, except tomatoes. Place into individual bowls (or large plastic bowls) for team and pilgrims. Place tomatoes on top of salad. Cover and store.

Prepare the Pot Roast

* + \*Check to see if the pot roast is defrosted and completely thawed, if not: you will need to add more cook time.\*
  + For each roast: take the Pot Roast out of the case and place into a large bowl. Cut the bag and pour out the juice, leave it in the bowl. Take the thawed pot roast and place on cutting board. Slice into 1’ thick “steaks”, and then cut again into 1” strips. Place strips into stainless roasting pans, lay the pieces side by side. Two Roasts should fill one roasting pan.
  + Pour the roast juice from the bowl over the meat. Use all the juice for the pans. Cover the pans with aluminum foil.
  + Preheat oven to 275 degrees.

4:30 Heat the Pot Roast. *The pot roast is already cooked, all you need to do is get it warm.* Place the pan in a preheated 275\* oven for about **45 minutes** or until the center reaches about 135\*. After the roast reaches internal temp, allow it to rest in warming oven for **20 minutes** or until ready to serve.

**OPTIONAL**: Prepare the Gravy

* + You can choose to make gravy with the juice or serve as is. To make a gravy add one cup of flour to 4 ounces of milk and stir in a separate bowl.
  + Pour off pan juices from roast into a pan on the stove and get the juice hot. Pour the flour and milk mixture into the pan and stir until it get thick. Put the gravy into bowls and store in the warming until ready to serve.

4:45 Prepare Roasted Red Skin Potatoes

* Clean the potatoes as best you can (without running them through the dish washer)
* Have a small team wash them and cut them into 1/2” to 3/4’ chunks and spread over a parchment paper covered cooking sheet, until the pan is 3/4 full.
* Spray the potatoes with Pam and add salt, Garlic Powder and pepper to taste (go light, they can always add more).

5:15 Place prepared Potatoes in a pre-heated 350 degree oven for approximately 35-40 minutes or until done. Taste for doneness. The potatoes should turn a golden brown over 50% of the potato.

Once cooked, place in serving bowls and hold in warmer until dinner is ready to be served

Prepare Green Beans: Open large cans of beans and pour them into a large pot on the stove. Add salt and pepper to taste. Cook until hot. Stir occasionally. *Suggested serving amounts: Women=3 cans and Men = 5 cans. cansc*

Once cooked, place into 12 rectangular bowls. Hold in Warmer until ready to serve.

Prepare 5 large round trays of Agape desserts, cookies, brownies for dessert Place condiments on tables (lemons, sugar, butter, salad dressings)

6:00 Prepare Dinner Rolls based on label directions OR just place in warming oven for heating. 6:15 Place Salads on the tables

Kitchen Coordinator to confirm agape for tables and have list to be announced

Prepare 12 oval baskets, lined with cloth napkin, of dinner rolls and set out on tables

6:30 Pilgrims arrive for dinner (back door- Men’s teams) Sing DeColores….

##### Serve hot food first and then serve beverages.

6:50 Announce agape/Use Microphone—be lively!! 7:00 Pilgrims return to conference room

Clear tables and reset for kitchen team dinner…

# Friday-- Post Dinner

7:00 Dining Hall:

* Clear tables, put food away, empty garbage cans
* Serve meal to those team members who have not eaten.

##### Women’s Walks – Please remember to save food for the guards.

* Replenish and chill all drinks and perishable condiments. Place in cooler
* Change theme decorations (take used, borrowed décor items to team cars)
* Set tables for breakfast, according to the floor plan. Set silver, juice cups, coffee cups, napkins, plates, agape, Coordinators name cards & table names

7:30 Prepare for breakfast:

* Spray PAM or use parchment paper on 2 – 3 Sheet Pans. Put sausage onto pans. Cover with Plastic and store in the walk in, in preparation for breakfast
* Mix/prepare juices for the morning, as needed (4 pitchers orange, 2 pitchers apple)
* Prepare new batch of coffee (Women’s Walks – guards will need these overnight)
* Prepare fruit bowls and store in cooler
* Prepare a cereal cart with selection of cold cereal. Prepare a pitcher of milk store in the refrigerator until morning
* For Friday Night: Prepare 3 gallons of lemonade according to package directions. Use red and white igloo container. Put together a few trays/baskets of oven agape. Place onto cart.

8:00 Prepare popcorn, make 4 batches:

Pour 1 Cup(s) popcorn and ½ Cup(s) vegetable oil into pan; tilt pan to distribute popcorn. Cover and cook over medium-high heat until 1 kernel pops. Remove from heat; let stand 1 minute. Return to heat; cook, shaking pan occasionally, until popcorn stops popping. This yields about 24 cups popcorn. (Option: to portion out popcorn into small paper bags (need to be provided by team)

8:35 Deliver rolling cart with popcorn, oven agape, lemonade & cups to Campfire location (**Option - scoop**

**individual servings into brown paper bags or popcorn bags—to be provided by the kitchen team)**

8:50 Campfire – coordinate with Housing Coordinator (they handle all the details for the fire)

10:00 **KC to attend Team Meeting** (Confirm with Housing their help for Saturday dinner serve out, invite outside team members to eat early dinner at 5pm/get accurate head count for correct prep amounts, confirm with Chapel Coordinator the Candlelight dining room table layout)

NIGHTLY CLEAN-- sweep/mop the kitchen, vacuum dining hall, and wipe down all surfaces

**Saturday—Breakfast (7:10-7:45)**

French Toast Casserole – Prepare on Friday afternoon Sausage Links

Baskets of Agape Muffins

Fruit Bowl (Whole Bananas/Oranges) Assorted Dry Cereal

Assorted Fruit Juices

Coffee, Tea or Hot Chocolate

5:00 Make regular and decaf coffee, two pitchers of ice water - 3 people Fill thermal pitchers with regular coffee, decaf and hot water

Set rolling station-- cups, stirrers, sweeteners, creamer, lemon, tea, hot chocolate Work with Housing to deliver to pilgrim hallway

5:15 Turn on warmer, preheat oven for Casserole at 350 degrees. Take casseroles out of the cooler to come to room temperature.

6:00 Place casseroles, covered, in 350\* oven for **30 minutes**. Remove foil and continue to bake for another **10-15 minutes.** Sprinkle with powdered sugar when removed from the oven. Put into warmer until serving.

6:15 Prepare Sausage links.

Place in a pre-heated 350\* oven for approximately **30 minutes** or until medium to dark brown. While in the oven move the sausages around in order to insure even cooking. Be careful, hot grease. **Have someone guard the kitchen door while taking sausages out of the oven**. Place in rectangle bowls, cover with foil and store in warming oven.

6:45 Transfer casseroles from oven to warmer

Put muffins in serving baskets and place on each table

Make up bowls of whole bananas and oranges and place on each table. Place margarine and jelly on the tables.

7:00 Set out drink pitchers: Orange and apple juice, milk, ice water. Put pitcher of milk on cereal cart, display cart in dining room

Kitchen Coordinator to confirm agape for tables and have list to be announced

7:10 Pilgrims arrive for breakfast-**Serve hot food first, then beverages**.

##### Leave 2 pans in the warming oven for kitchen team

Circulate lots of servers with drinks, and one server rolling cereal cart.

7:40 Announce agape/Use Microphone—be lively!!

# Saturday-- Post Breakfast

7:45 Pilgrims return to conference room

Clear tables and reset for kitchen team breakfast (and guards)

7:50 Reset Dining Room:

* + Clear tables/put uneaten food away. **(Pans need to be pre-washed in order to get cleaned.)**
  + Serve breakfast to those team members who have not eaten.

##### Women’s Walks – Please remember to save food for the guards.

* + Empty the garbage cans.
  + Change decorations (take used, borrowed décor to team cars)
  + Set the tables (according to floor plan): Plates, silver, and napkins, place cards and agape.
  + Replenish and chill all drinks, fruit, and perishable condiments in cooler

9:00 Prep for Dinner: Place thawed chicken into large pans of salted water (1 cup of salt, 1 gallon of water, dissolve), cover and place into walk-in cooler on lower shelves (so as not to spill raw chicken juice). Leave in cooler until ready to cook.

9:40 Outside Team devotion/Communion in Chrysalis room (this is set by Head Spiritual and is sometimes done earlier – please check with Head Spiritual for timing on Communion)

##### 10:15 Dying Moments – Plan accordingly and with Flexibility

**Saturday—Lunch (12:00-12:30)**

Make Your own Tacos Soft & Hard Shells Black Beans

Rice

Shredded Lettuce/Tomatoes/Shredded Cheese/Sour Cream Dessert - Agape Cookies

Iced Tea, Lemonade, and Coffee

10:10 Take out the ground beef from the walk-in cooler. Place the bags of ground beef in multiple large pans of cool water (Do not open the bags. We are only trying to make sure we defrost the ground beef).

Make sure the steamer/warming unit is on… 11:00 Prepare Lunch

Put 2 cups of water into a large pot. Take one bag of ground beef (10 LBS) and cut open the bag.

Add the meat to the large pot and place on stove top. Cook the beef on medium heat until there is no red showing. Once meat is browned, remove from the stove and drain the excess water. Add one packet of Taco Seasoning mix to the meat. Mix thoroughly.

Divide mixture into large pans and cover with foil. Put taco meat into the warmer. Repeat this procedure until all of the ground beef is cooked and seasoned.

Take 3 boxes of rice and prepare per the instructions. Once cooked, place in 2 large bowls, cover with plastic wrap and put in the warmer.

Open 3 cans of Black beans and heat in a pot on the stove. Place the warmed beans into 2 large bowls and place in warmer.

*Please keep all of the cooked food in the warmer until the Pilgrims arrive. This is the meal directly after dying moments. Be prepared to wait until Pilgrims arrive (or given a timing update from the conference room) before you put anything on the buffet tables.*

Prepare 2 medium plastic serving bowls of diced onions (4 cups per each bowl) Prepare 2 medium bowls of diced tomatoes (6 Cups per each bowl)

Prepare 2 large metal bowls of shredded lettuce (10 cups or 3 - 4 bags)

*If you have any leftovers save for salads for dinner*

Prepare 2 large plastic bowls of grated cheddar cheese Prepare 2 small bowls of Sour Cream

Prepare 2 large plastic bowls (1 bag each) of tortilla chips to place onto the buffet table Make up 2 square footed baskets of ranch dressing packets for the buffet table

Make up 12 bowls of Taco sauce for tables

Make up 5 large plastic trays of agape desserts to be passed out after the meal

11:30 Place taco shells in the oven per instruction on the package (25 shells per tray). Warm until crisp and place them into 2 large rectangle baskets, lined with cloth napkin, and place into the warmer. For a full walk (anything over 100 servants + pilgrims) we suggest a combination of 200 total soft tortillas + hard shells. So if you make 100 hard shells put out 100 soft. Soft tortillas are ok to be served at room temp. You can also warm soft tortillas by placing parchment paper on full sheet pan and overlapping & staggering stacks of 2 tortillas. Once the pan is covered in tortillas, put down another piece of parchment paper and repeat the process. Place these in warming oven.

Place Standard condiments on table (include taco sauce) Fill thermal pitchers with coffee and decaf coffee

Prepare drink pitchers: sweet tea, un-sweet tea, lemonade, ice water, milk

Set up buffet with plates, Tortilla Chips, Ranch dressing. Have ready for hot and cold food for when the pilgrims arrive or if running on time. Do not place the food out on buffet table until the pilgrims arrive.

*If Dying moments is running late, keep everything in the warmer/cooler until the Pilgrims arrive (Men’s walks at the Back Door)*

11:30 Kitchen Coordinator to confirm agape for tables and have list to be announced

12:00 Pilgrims arrive for lunch (back door-men’s teams). Place all of the products you have prepared on the buffet table (Taco shells and tortilla chips, lettuce, meat, rice and beans, onions, tomatoes, cheese and sour cream). The Pilgrims can make a taco salad or Tacos. Don’t forget the hot sauce.

Agape to be served as dessert with tongs

12:15 Announce agape/Use Microphone/Be Lively!! 12:30 Pilgrims leave dining room

# Saturday-- Post Lunch

12:30 Dining Hall:

Pilgrims on break from 12:30-1:30

* Clear tables, put food away, empty garbage cans
* Replenish and chill all drinks, fruit, and perishable condiments in cooler
* Change theme decorations (take used, borrowed décor items to team cars)/includes hanging white lights from ceiling (Women’s walks – guards will help with this)
* Set tables for dinner…silver, cups, napkins, plates, bowls, Coordinators’ name cards & table names
* Set table Agape out (see Agape team)
* Serve meal to those team members who have not eaten. **Women’s Walks - don’t forget to save food for the Guards**
* Prepare dinner according to schedule/plan

12:45 Prep for the Egg & Cheese Casserole for Sunday breakfast – see recipe card

##### BE sure to spray with PAM before adding the cheese

Cover with foil and place in walk in cooler when completed.

1:55 Get some rest!

Kitchen Coordinator to confirm with Housing Coordinator to help with dinner serve out

Invite other outside team members to eat dinner at 5pm with kitchen team. Get a final head count for accurate preparation amounts.

**Saturday—Dinner (6:15-7:15; Skit at 6:30)**

Parmesan Chicken with Marinara Sauce Steamed Italian Vegetables

Tossed Salad Mix Garlic Bread

Apple Pie with Vanilla Ice Cream Iced Tea or Coffee

3:00 Have a 4 person team prepare dinner for the kitchen Team. **Cook team meal at 4pm and Pilgrims at 5pm**. Dinner for the Kitchen Team/Agape team (and other outside team members) should be around 5PM

Prepare all the Chicken Breasts at the same time:

* Drain the chicken from the salt water RINSE!
* Fill large bowl with vegetable oil.
* Combine Bread Crumbs and Grated Parmesan Cheese into large bowl. Mix together until well blended. Will need to do this in batches
* Spray large oven pans with Pam
* Dip the chicken in the oil and shake off excess. Dredge chicken into bread crumb/cheese mixture and place onto large oven pans.
* Sprinkle chicken with pepper and paprika (for color)
* Place “Pilgrim” chicken on sheet pans and wrap with plastic wrap. Place into walk in coolers
* Place “team” chicken (number of pieces based on kitchen team) on sheet pans

3:30 Turn on “warming oven” to preheat

Turn on convection oven to preheat to 375 degrees

4:00 Put “Team” Chicken Breasts in the oven (cook time may be modified based on doneness, approx.

**25 – 35 minutes** of cook time. Kings Retreat Convection ovens cook fast, so pay attention)

* Heat up 1 can of **marinara sauce** for team meal
* Make sure evening entertainment is set-up and the sound system is functioning.

4:15 Prepare Garlic Bread:

* + 25–loaves of Bread; *If not pre-sliced*, cut vertically (do not cut through)
  + Cover with foil and hold for later

Prepare tossed salad and place in cooler (4 #5 bags of lettuce salad mix, cut broccoli florets, sliced cucumbers, celery, carrots and peppers). Toss all ingredients, except tomatoes with lettuce. Cut tomatoes into 8 wedges. Place tomatoes on top of salad (large bowl or individual servings) Salads can be presented at the table in the large serving bowls or put into individual smaller bowls and placed at every place setting, just before the pilgrims arrive (The later should be easier and faster for service)

4:25 Check Chicken. Cook until temperature reads 165 degrees. Remove from oven. Spoon marinara sauce over chicken and sprinkle with cheese. Place in warmer.

4:30 Prepare 10 oval baskets, lined with cloth napkin, for Garlic bread or serve on plates with Chicken Parmesan

* Put 6 loaves of bread into oven for **10 minutes** (For Kitchen team)
* Make up 12 bowls of shredded Parmesan Cheese (put in cooler)
* Place thawed veggies into large hotel pan and add small amount of water (enough to cover bottom of pan). Add butter, salt, pepper & garlic powder. Cover with foil.
* For kitchen team meal, spoon out some veggies into a small pan, cover with foil and place into a 375degree oven for **15-20 minutes**.

5:00 Kitchen/Agape/other outside Team eats Dinner. Invite guards to eat at this time. Recommend eating on paper plates, since there is so little time before kitchen feeds everyone else.

* Put “Pilgrim” Chicken Breasts in the oven (cook time may be modified based on doneness, **approx. 25 – 35 minutes of cook time**. Kings Retreat Convection ovens cooks fast, so pay attention)

5:25 Check Chicken. Cook until temperature reads 165 degrees. Remove from oven.

5:40 Put Garlic bread into oven for 10 minutes

* Place chicken into warmer until ready to serve. Place into casserole dishes if not plating up.
* Place veggies into oven (375 degrees) for **approx. 15 – 20 minutes**. Stir halfway through cooking
* Heat up 1 can of **marinara** sauce on stove and spoon sauce over chicken. Sprinkle with shredded mozzarella cheese. Place in warmer until ready to serve.

**Serving Option**: *If using this option, do not plate up until pilgrims are coming into the room. Food needs to be hot!* The meal is plated up and served out by the servers. Set up the stations inside the kitchen for plating up Chicken, Pasta & Bread. Have servers come through single door to pick up two plates at a time and deliver to tables going out the double doors. Rotate in circular pattern through the kitchen and dining room until all pilgrims/servants have been served.

5:45 Standard condiments on table, **plus shredded parmesan cheese and salad dressings**

* Fill thermal pitchers with coffee and decaf coffee
* Prepare drink pitchers: sweet tea, un-sweet tea, lemonade, ice water, milk
* Change clothes (white shirt, black pants, ties/aprons in closet)

##### Provide Water coolers and cups for Community in Chrysalis room. Include trays of oven agape (if you have enough) and coffee (if it is cold outside).

*Community begins to arrive at 7pm in Chrysalis room*

6:00 Ice cups on tables – Place prepared salads on table

-Cut bread into individual servings, place into oval baskets (if serving family style)

* Transfer Veggies into rectangle bowls and put in warmer (put in 10 large bowls if serving meal family style)
* Prepare apple pies for dessert (2 on a parchment paper covered sheet pan -should have 5 sheet pans/10 pies total)/make 3-4 small slits in top of crust
* Place rock hard frozen ice cream in walk in cooler so it will be easier to scoop.
* Kitchen Coordinator to confirm agape for tables and have list to be announced.

6:15 Pilgrims arrive for dinner (back door-mens’ teams)

* Assign kitchen servants to direct inside team and pilgrims to their designated seats (Host style).
* Serve out dinner plates (or family style meal) before moving onto drinks
* Circulate lots of servers with drinks. Have Housing team help with drinks while kitchen team prepares for skit.

6:30 Kitchen Skit

7:05 Announce agape/Use Microphone/Be lively!!

Place Apple Pies into 350\* oven for 45 minutes. After baking is finished, let pies sit for 10 minutes before slicing.

7:10 Kitchen Coordinator Invite pilgrims back later for special dessert 7:15

Pilgrims return to conference room

Clear tables and reset for Candlelight. Take ice cream out of freezer to soften.

**Saturday—Candlelight (8:20; community enters at 8:30)**

7:15 Dining Hall:

* Clear tables, put food away, empty garbage cans
* Rearrange tables up for candlelight chart; see **table layout (attached**). *Make sure you have kitchen servants assigned to each conference room table to assist the table in finding their seats*
* Replenish and chill all drinks, fruit, and perishable condiments in cooler
* Set tables for dessert with placemat, spoon, ice water, 2 napkins (one for tears)
* Check the ice cream you put into the walk in cooler. See if it needs to be left out at room temp to make it easier to scoop.

8:00 Slice pie into 8 pieces each and place onto plates. Place into warmer to keep warm.

When ready to serve (5 minutes before pilgrims enter room), add a dollop of ice cream to the plates and place on table. DO NOT SCOOP ICE CREAM TOO EARLY.

Review Candlelight guidelines with team: talking, no clapping, disbursement through room, no hugs (be sensitive to pilgrim’s rules). Confirm team assignments for sitting table communities

8:20 Pilgrims arrive in dining room for dessert

8:30 Community arrives for serenade and Candlelight

8:45 Housing team to provide battery candles (Kitchen confirm you have received them) and line up in conference room to receive pilgrims/team

##### After Candlelight:

9:15 Dining Hall:

* Clear tables, put food away, empty garbage cans
* Rearrange tables according to Sunday breakfast chart in manual—**See floor plan**
* Change theme decorations (take used, borrowed décor items to team cars)
* Set tables for breakfast…silver, juice cups, coffee cups, napkins, plates, set out table agape
* Set table Agape out (see Agape team)

##### Tips for Sunday Breakfast set up:

* Best to have Kitchen Coordinator & Entertainment Assistants (a small group of people) do this to ease confusion. Have other team members get ready for bed while waiting for tables to be set
* Place the “top of the cross” approx. 3 feet away from back corner of room and angle towards right of entry door.
* Know seating plan prior to the weekend--incorporate special seating arrangements (families, reunion groups, guards/wives, etc.). Table communities must sit together with the TL at one end and the ATL at the other with the pilgrims in the middle.
* To ease confusion, use table cards for pilgrim table and team placement.
* For walks with more than 100 people, 2 more tables can be added to the “bottom of the cross”, will need to move the “top” closer to the wall.
* Have a few people test out sitting in the chairs (back to back inside the cross) to ensure that there is ample room between the 2 sides of the cross for chairs to be pulled out and people to get into their seats.

9:30 Prepare for breakfast:

* Prepare Bacon- Place onto sheet pans: Bacon comes with parchment paper separating the layers. KEEP COOKING INSTRUCTIONS FROM BOX. Place parchment paper with bacon on it on the trays. Cover and store in the walk-in cooler
* Place parchment paper onto 5-6 sheet pans. Tray cinnamon rolls (2” apart and approx. 20 rolls per tray), cover and place in cooler. KEEP COOKING INSTRUCTIONS FROM THE BOX.
* Mix/Prepare juices for the morning, as needed (4 OJ (3:1 water to juice)/2 Apple)
* Prepare cut fruit bowls with all left over fruit (large plastic bowls), cover and store in cooler
* Restock cereal cart with cold cereal, bowls & spoons.
* Prepare a pitcher of milk, store in refrigerator until morning.

NIGHTLY CLEAN-- sweep/mop kitchen, vacuum dining hall, wipes surfaces**. Get some sleep**!

# Sunday—Breakfast (communion 7:20-8:00; breakfast)

Egg Casserole **Prep on Saturday afternoon**

Bacon – Read instructions on package – layout on a sheet pans Saturday night Grits (cheese optional)– Read instructions on package

Fruit Bowl Cinnamon Buns Oven Agape Assorted Dry Cereal Assorted Fruit Juices

Coffee, Tea and Hot Chocolate

5:00 Turn on warmer to proof setting, preheat oven to 350 degrees for bacon and cinnamon buns. Heat water for grits. Take casseroles out of cooler to come to room temperature.

Remove egg casseroles from walk in refrigerator.

5:30 Make regular and decaf coffee, two pitchers of ice water



-- cups, stirrers, sweeteners, creamer, lemon, tea, hot chocolate

Place cinnamon buns in warming oven to allow yeast to rise (proof)

5:30 Prepare bacon – Read Instructions on Package

Bacon is not pre-cooked. Cook 5 large trays of bacon at a time for **12-15 minutes** or until done; you may want to take out of the oven and flip the bacon about 10 minutes into cooking.

When cooked transfer to a rectangular dish and keep warm in the warmer, cover with aluminum foil. Be aware as the convection oven gets warmer it takes less time to cook the bacon. **(This whole procedure takes about an hour.) Be careful when taking bacon out of the oven, hot pans; have someone guard the door to the kitchen, as there is not much room.**

Slice oranges, apples and cut banana in half. Divide into 12 bowls.

5:45 Put Egg Casserole in the pre-heated 350 degree oven. Cook, uncovered for **25- 30 minutes**. Cook until internal temperature reads 160 degrees. Continue to cook as needed.

5:55 Wake-up the Pilgrims with singing. Have battery operated candles in kitchen for team to pick up 6:30 Put cinnamon buns in oven to cook. Cook according to instructions on box.

Optional: After cooking allow buns to cool and spoon glaze icing over them. Simple glaze icing recipe ratio is 1-1/2 Cup Powdered Sugar, 3-4 Tablespoons of milk or water. Wisk together to desired consistency then pour over cinnamon buns. Or use cream cheese frosting..small scoop

6:30 Take casseroles out of the oven and cover with aluminum foil and place in the warmer (to be served after communion.)

-Sort Agape /muffins into 12 oval baskets, place in warming oven to warm up a bit.

-Kitchen Coordinator to have list of table agape to be announced.

6:30 Prepare grits. 2 people **– Read instructions on package**

15 quarts of Water 1 bag of grits (5 lb..)

* Put water in large pot and put on the short stove top. Add salt and butter and bring to a rolling boil. Add grits, reduce heat and cook for several minutes until they are beginning to get thick, continue to stir. Optional: Add 2 lb. of Cheddar cheese for cheese grits **(This whole procedure takes about 30 minutes.)**

7:00 Fill the thermal pitchers with coffee and decaf coffee.

-Place standard condiments on table

-Have drink pitchers on counter: OJ, apple, milk, ice water

-Put milk, bowls and on cereal cart, display cart in a visible location

##### Nothing is served until after communion.

-Pre-assign team according to seating chart/Confirm kitchen team to assist in seating tables

7:10 Have everything in the warmers by this time. Turn off Fan over the Ovens. All are seated for Holy Communion (including team)

7:20 Pilgrims enter the dining hall from outside hallway

No clapping on entrance-be reverent for Sunday worship!

Please have one kitchen servant per table to help guide Table leaders & pilgrims to their seats. Have Kitchen servants available to guide Head table servants to their seats as well.

8:00 After communion, bring out casseroles, Cinnamon Buns, Agape muffins and bacon out of warmer and fruit trays out of the refrigerator

##### Serve breakfast, coffee & beverages

**Kitchen to be seated, but be aware of beverage needs throughout the meal. Serve as needed.**

8:25 Announce agape/Use Microphone 8:30 Pilgrims return to conference room

Clear tables

8:45 Dining Hall:

-Clear tables, put food away, empty garbage cans

-Replenish and chill all drinks, fruit, and perishable condiments in cooler

-Wash dishes/put away

-Lunch can be served inside or outside depending on weather and preference

-Use as much disposable materials as possible!

-Set tables for lunch…napkins, plastic utensils

-Set buffet table (service on 2 sides): paper plates & bowls, desserts

-Set drink station: tea, lemonade, ice water, plastic cups, ice

\*\*Assign EA to head up final kitchen clean up and assign out jobs to team members. This can be started after breakfast for the areas that are not affected by lunch cooking/clean up.

10:00 Kitchen team packs belongings and moves things to their cars

**Sunday Lunch (12:00-12:30)**

**Lunch Option #1 Lunch Option #2**

Pulled BBQ Pork Sandwiches Asian Chicken Salad on

Cole Slaw Romaine Lettuce

Potato Chips & Pretzels

Serve remaining Fruit, salad, desserts, and Agape Iced Tea and Water

##### Option #1

9:30: Take 3 Large pots fill 1/3 full with water and place on stove on high heat.

10:00: Take 3 pouches of BBQ pork (Do not open Pouches) and place into each of the large pots of boiling water. These pouches should remain in the water for **1 hour and 15 minutes** in order to reach a core temp of 160 degrees (The Pork has been smoked and shredded; you are just bringing it up to temp.)

11:15: Turn off stove. Carefully remove pouches of BBQ from water. Cut open a pouch and pour it into a mixing bowl. Add 4 cups of BBQ sauce to one pouch of BBQ. Mix thoroughly and place mixture into a glass 9x13 casserole dish. Cover and put into warming oven.

11:00: Make up 2 Large Round Bowls of Cole Slaw for buffet. Cover until ready to serve.

Make up 2 large rectangle baskets of Buns. Place damp towel over bread to keep soft. Make up 4 Large Round Bowls for chips & pretzels (2 for chips/2 for pretzels)

Make up 2-3 trays of Oven agape. Set out on buffet.

##### Option #2

10:30: Make Asian Chicken Salad and dressing (see recipe in back of manual). Serve dressing on the side.

11:00: Put salad into 2 large round bowls for buffet. Cover until ready to serve.

Make up 2 large rectangle baskets of bread. Place damp towel over bread to keep soft. Make up 4 large round bowls for chips & pretzels (2 for chips/2 for pretzels)

Make up 2-3 trays of Oven agape. Set out on buffet.

11:30 Set up double-sided buffet table with food and serving spoons (leave pork in warmer until just before Pilgrims arrive.

12:00 Pilgrims arrive for lunch

**12:30 Kitchen inventory is conducted by Assistant Kitchen Coordinator and/or assigned team member, this is important so please take two people and be accurate.**

##### Use inventory form (Shua sent prior to the weekend) that was used at beginning of weekend. Make sure the inventory includes what is in the refrigerator, pantry and walk in cooler and what is being donated. Make sure to check the date on any item left.

**DO NOT leave or inventory items brought to camp outside** PERFORMANCE order.

Select foods that may stay in refrigerator if there is a Walk the following weekend, those would include; Pita Bread, Carrots, Margarine, Unopened eggs, Milk (check dates),

All fruit juices, unopened salad, cheese, etc…

1:00 Complete kitchen clean-up according to instructions given by King’s Retreat Superintendent.

Kitchen should be completely cleaned and approved prior to the Pilgrim closing.

1:15 EA give completed inventory form to Kitchen Coordinator. Kitchen Coordinator emails completed form to Kitchen Board Rep by 2pm on Monday. Give hard copy to Gwen.

2:00 Kitchen team devotional/closing (this is a great time to have the kitchen team do their own

“closing” and go through and ask the two questions: What has this weekend meant to you? What are you going to do about it?)

3:00 Approximate time that food donations will be picked up. Be sure to call number provided to confirm a pick-up is needed.

3:45 **Be in kitchen (or outside) ready for closing to begin.** 4:00 Pilgrim Closing

##### Standard condiments for each meal (unless specified otherwise):

Salt and pepper, Sweeteners, coffee creamer, sliced lemons for tea

Inside team name cards (LD, ALDs, Inside Coordinator, Spirituals, Music, and Board Rep)

##### Drinks available at every meal:

Tea…sweet and un-sweet Coffee, Decaf coffee and tea OJ, Apple Juice

Lemonade Ice Water

Milk (2%), skim milk and whole milk available on request

##### Table setup:

Thursday night-- for buffet serving, chairs in small semi groups Friday breakfast-- (8) tables of ten (plus 2 for kitchen team)

Breakfast, lunch and dinner thereafter-- (6) tables of ten for conference room w/table names and name cards for inside team, (2) more tables of ten for team, (2) for kitchen team

Rotate name cards for inside team so they sit at different tables at each meal Candlelight-- see chart

Sunday breakfast-- see chart

##### Tips for Sunday Breakfast set up:

* Best to have KC & EAs do this to ease confusion (For Women’s Walks: with the guards). Have other team members get ready for bed while waiting for tables to be set
* Place the “top of the cross” approx. 3 feet away from back corner of room and angle towards right of entry door.
* Know seating plan prior to the weekend--incorporate special seating arrangements (families, reunion groups, guards/wives, etc.). Table communities must sit together with the TL at one end and the ATL at the other with the pilgrims in the middle.
* To ease confusion, use table cards for pilgrim table and team placement.
* For walks with more than 100 people, 2 more tables can be added to the “bottom of the cross”, will need to move the “top” closer to the wall.

Recipes

**PLEASE NOTE – all recipe quantities are based on a full team and 36 pilgrims (serving 110). Please adjust as needed for number of servants and pilgrims on this walk.**

**Yummy Cocktail Meatballs –Thursday Reception**

1 Gallon jug of BBQ Sauce

3 – 20oz bottles of Grape Jelly 2 – 5lb of meatballs (thawed)

Preheat oven to 350 degrees. Mix together BBQ Sauce and grape jelly in a medium pot over medium heat until incorporated, stirring constantly. Empty each bag of meatballs into a large roasting pan. Pour half of the sauce over each pan and stir well.

Bake in 350-degree oven for 40 minutes. Stir halfway through. Distribute meatballs and sauce into 8 serving bowls. Cover with aluminum foil and place finished meatballs in warming oven until needed.

Option: Cook in crockpots for 1 hour. Place crockpot onto buffet (without

being plugged in).

**Emmaus Ham and Egg Casserole** - *Friday Breakfast* **Prep on Thursday**

#### Each recipe for one dish/serves 1 table (multiply recipes by number of dishes preparing)

(16) Slices white bread

(2) cups of diced ham (small)

(1) cup shredded cheddar cheese

(1) cup shredded Swiss cheese

(2-1/2) cups Liquid Eggs (approx. 12 eggs)

1. Cup milk

(1/2) teaspoon dry mustard (1/2) teaspoon onion salt (1/2) cup melted butter

1. Cup s crushed cornflakes (it takes 4 cups to make 2 crushed)

Mix the two cheeses together in a bowl. Cut the crust off the bread and cut each slice in half. *\*\*Option - Crusts can be used to make croutons for salad. See recipe in back of manual.* Spray the casserole dish with PAM. Cover the bottom of the pan with half of the bread, then layer half of the ham and half of the cheese mixture over the bread. Place another layer of bread over the cheese, and repeat-- ham, then cheese.

In a blender, combine eggs, milk, dry mustard, and onion salt. Mix well.

#### \*\*Save ¼ cup of egg mixture for final preparation on Friday. Cover and refrigerate overnight.\*\*

Place cornflakes in the Ziploc bag, remove air from the bag. Crush with a rolling pin until the chips are small (but not powdery).

Finish Preparation breakfast Casseroles by adding additional 1/4 cup of egg/milk “mixture” to each casserole and ¼ cup of cheddar cheese on top. Combine 2 Cups Crushed cornflakes and ¼ cup of melted butter and cover casseroles with this mixture. Cover pans with aluminum foil.

Bake at 350 (covered) for 40 minutes. Remove foil and bake for additional 20 minutes (some ovens may take another 15 minutes). Keep an eye on the cornflakes. If they start to burn, recover with foil and continue to cook until internal temperature reaches 160 degrees.

**The New Chicken Salad - Friday Lunch**

#### The Recipe should feed about 8 to 10 people make one bowl for every 10 people you are serving

4 cups diced and chilled, cooked chicken meat 2/3 tablespoon of finely chopped / grated onion 1/2 cup chopped celery

1 cup sliced, seedless grapes 3/4 cup sliced almonds

1 teaspoon salt

1/8 teaspoon of pepper 2/3 cup mayonnaise 1/4 cup half and half

1/8 cup of white wine vinegar

Combine all the above ingredients into a bowl and mix thoroughly. Chill.

**French Toast Casserole – *Saturday Breakfast***Prep on Friday

#### Each recipe for one dish/serves 1 table (multiply recipes by number of dishes preparing)

1/2 cup melted butter (1 stick) 1 cup packed light brown sugar

1. entire loaf (1 lb, 12 oz) Texas Toast
   1. /2 cups liquid eggs (approx. 6 large eggs) 1 1/2 cup milk
2. TB vanilla extract
3. TB light brown sugar, mixed with 2 tsp cinnamon Powdered sugar for sprinkling

Put butter in a microwave safe bowl and microwave in 20 second increments, stirring in between, until melted. Add 1 cup brown sugar and stir until well incorporated. Pour into bottom of a GREASED 9×13 pan, spreading mixture evenly.

Beat eggs, milk, and vanilla until incorporated. Set aside.

Lay a single layer of Texas Toast in pan, cutting pieces to fit if needed. Spoon 1 cup of egg mixture over bread. Sprinkle with half of the brown sugar/cinnamon mixture.

Repeat with second layer, using up the rest of egg mixture over that layer, and ending with a sprinkling of brown sugar/cinnamon mixture.

Cover tightly and chill overnight in fridge.

Bake at 350F for 40-45 minutes— covered for the first 30 minutes, and uncovered after that. After you take out of the oven…Sprinkle with powdered sugar.

**Parmesan Chicken – Saturday Dinner**

#### Recipe amounts are for approximately 110 people.

120 – 140 Chicken Breasts (thoroughly thawed before cooking) 3 Cups Vegetable Oil

8 Cups Parmesan Cheese

8 Cups Seasoned Italian Bread Crumbs Paprika (for color)

Salt & Pepper (to taste)

Lay chicken out on pans to thaw (done on Thursday).

Soak chicken in large pots of salted water (1 cup salt/1 gallon water/dissolve salt) for at least 2 hours (Saturday morning). Pre-heat oven to 375 degrees. Spray large oven pans with PAM so chicken will not stick.

Fill large bowl with Vegetable oil. In a separate bowl, combine 2 Cups of shredded Parmesan Cheese and 2 Cups of Bread Crumbs. Mix until well blended.

Dredge chicken into oil (shake of excess). Dredge chicken in bread crumb/cheese mixture and place on large oven pans. Sprinkle lightly with pepper and paprika (for color only). Continue this process until all chicken is completed.

Bake in oven for 25 – 35 minutes. Test for doneness with thermometer. Temperature of chicken should be at 165 degrees. Add more time if necessary.

**Egg Casserole- Sunday Breakfast**

#### Each recipe for one dish/serves 1 table (multiply recipes by number of dishes preparing)

1 ½ cups of Shredded Cheddar Cheese (or whatever is left over)

½ cup shredded mozzarella cheese

½ cup all-purpose flour

1. (2lb) Carton Liquid Eggs (approx. 18 large eggs) 2 ½ cup milk

Salt & pepper to taste

#### Option (If you have left over vegetables):

1. Cups - Use leftover onions, peppers, etc. – chopped (include roasted potatoes if left over) 2 Tbsp butter or margarine

Combine the cheeses; sprinkle into a greased 13-in. x 9-in. x 2-in. baking dish. In a bowl, combine the flour, eggs, milk, salt and pepper. Pour over cheese; cover and refrigerate overnight.

#### Option:

In a large skillet, sauté the onions and red pepper in butter (or whatever left over veggies are available). Spoon into baking dish. Pour eggs over cheese and veggies.

Remove from the refrigerator 30 minutes before baking. Bake, uncovered, at 350 degrees F for 25- 35 minutes or until internal temperature reaches 160 degrees. Let stand for 5 minutes before serving.

**NGWTE Asian Chicken Salad – Sunday Lunch/Option #2**

#### Each recipe serves 1 table (multiply recipe by number of tables you are preparing for)

2 Bunches Chopped Romaine Lettuce 1 Can Chinese (Chow Mein) Noodles 1 ½ Cup Sliced Almonds

5 Cups Diced Cooked Chicken Breast 1 Can Mandarin Oranges, Drained

2 bunches Sliced Green Onions

Drain Mandarin oranges. Slice Green Onions in ¼ by ¼ inch cubes. Mix all ingredients together in large bowl. Use hand to ensure ingredients are spread thoroughly without.

Dressing

1 Cup Extra Virgin Olive Oil

½ Cup Balsamic Vinegar

¾ Cup Granulated Sugar 3 Tbsp. Soy Sauce

½ Tbsp. Kosher Salt

½ Tsp. Black Pepper

Add Oil and Vinegar in large mixing bowl. Mix vigorously with whisk, roughly 30 seconds. Add all other ingredients and continue mixing until dressing combines and completely emulsifies.

Hold salad and dressing separately. Add dressing to salad roughly five minutes before serving or serve on the side.

**Popcorn – Friday night**

## Pour 1 Cup(s) popcorn and ½ Cup(s) vegetable oil into pan; tilt pan to distribute popcorn. Cover and cook over medium-high heat until 1 kernel pops. Remove from heat; let stand 1 minute. Return to heat; cook, shaking pan occasionally, until popcorn stops popping. This yields about 24 cups popcorn. Option - Portion into small Popcorn bags (provided by Kitchen Team)

**Hot Cinnamon Apples – Option for Sunday Breakfast**

#### Each recipe serves 1 table (multiply recipe by number of tables your preparing)

8-10 sliced or cubed apples 1/2 cup butter, melted

4 tsps Cornstarch

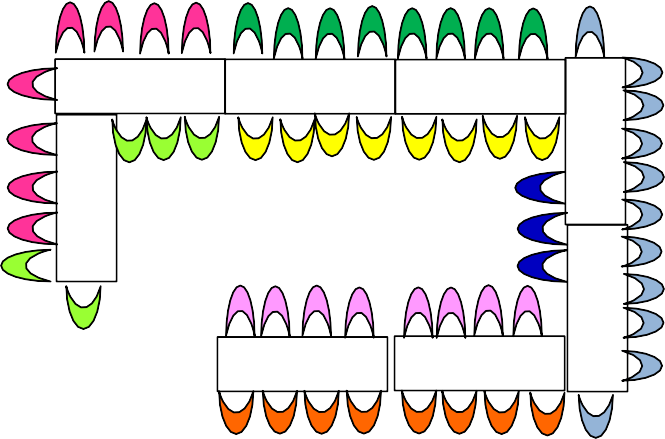
1 cup water

1 cup brown sugar 1 tsp cinnamon

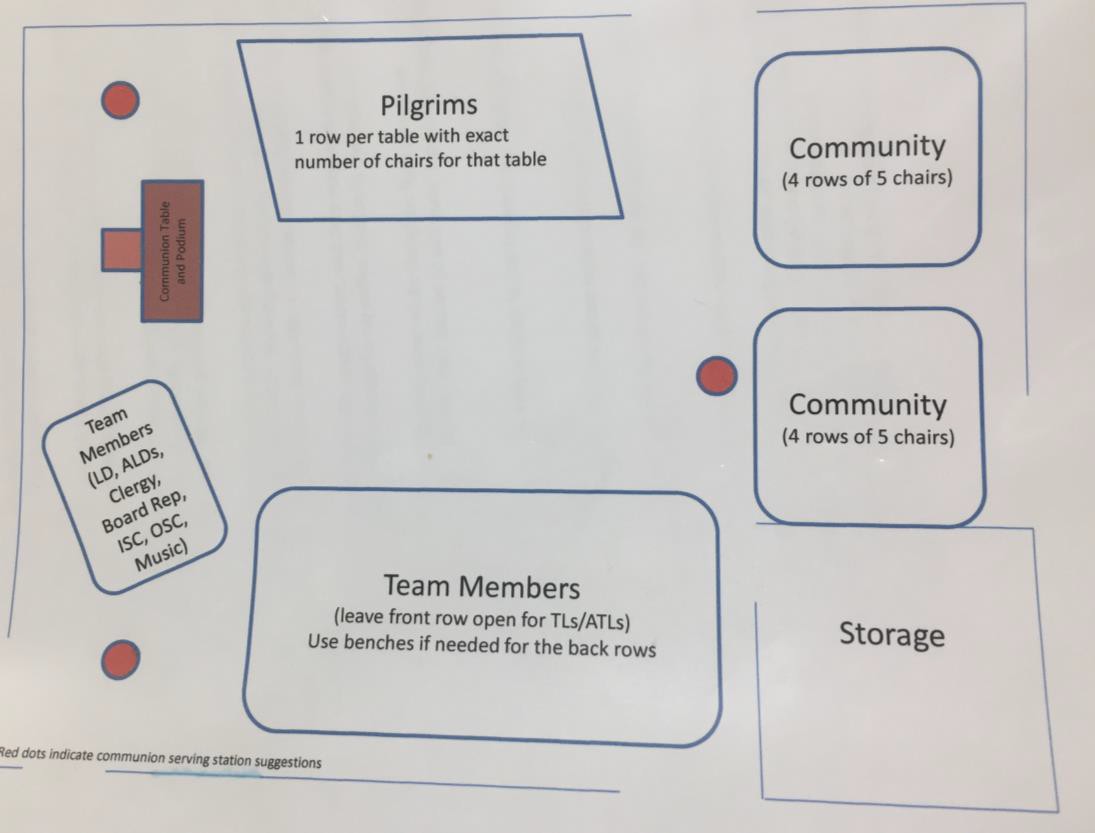
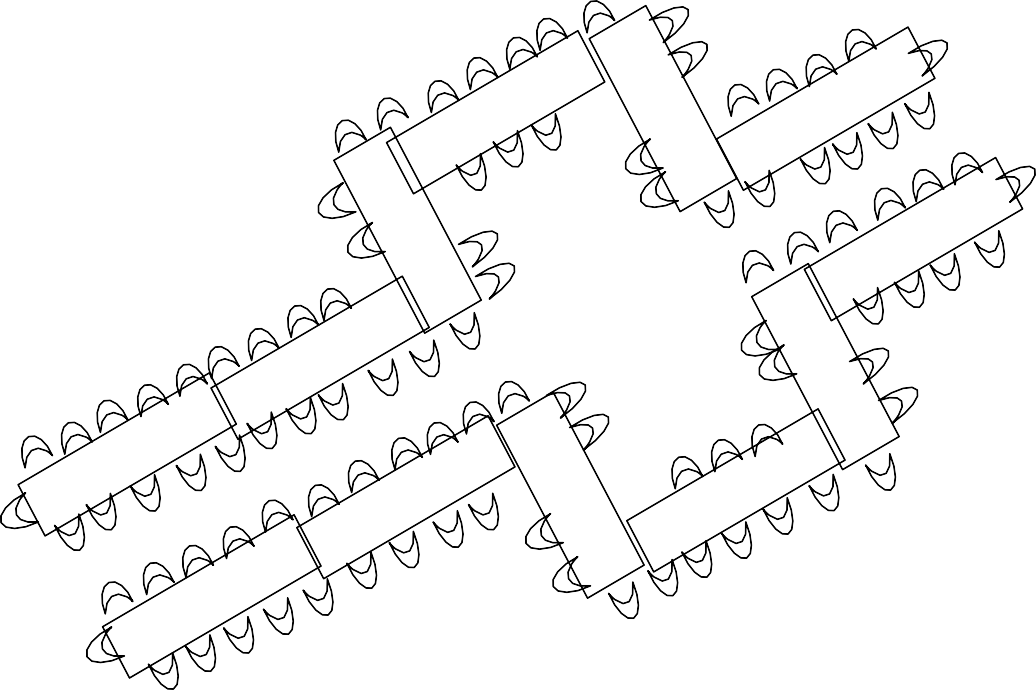
Melt butter over medium heat. Add apple slices/chunks and cook until almost tender (approx. 8- 10 minutes). Meanwhile, dissolve cornstarch in water. Add to tender apples and stir. Add brown sugar and cinnamon. Boil for 3-5 mins. until apples are coated. Serve warm.

# Thursday Reception layout

Reception - Set chairs around the dining room in open circles, 8-12 per.



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| Candlelight Layout-Saturday Night | Candlelight set up. Head  table in light blue, conf. room music in dark blue. Adjust chairs at tables |



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**Sunday Morning**

CLOSING CEREMONY

Notes for the Future Walks–

**Questionnaire: Please take a moment to answer the questions below and send to Shua Gambill; Be sure to get feedback from All Kitchen Coordinators:**

### If you had one thing to change, what would it be and why?

1. Was there anything in the manual that was really confusing?
2. If you had any advice for the next Kitchen Coordinator, what would it be?
3. What were you unprepared for?
4. Is there one item you would like to add to the menu?

Thank you for your service to the North Georgia Walk to Emmaus community! Feel free to add other comments below.