

It Was A Good Year, Inc.

IWAGY Event Food Prep Helper:

(Number needed varies with event; helpers arrive about 60 minutes before event start time)

We recommend that you mark off (save) seat(s) for the presentation upon your arrival. We generally will NOT begin opening announcements until all assembled plates are on the seating tables. Once the announcements for the event have begun, you are free to take your seat and join the other participants.

The Food Helper job is to assist putting foods on plates

Helpers:

- Come early, before the event starts; most start at 6:30PM. [Regular participants generally begin arriving around 6 PM.] Typically the Food Helpers come at about 5:30PM
- Sanitation is important! Wash your hands before starting, and the Club will provide sanitary gloves if you wish, or if the coordinator/planner feels are needed.
- One or two people may be directed to slice the bread and place it in napkin-lined baskets.
- Often some of the foods are put onto platters to begin preparing for plate assembly.
- Put the foods on the plates per the instructions of the event coordinator or other planner (often as an “assembly line”). We try to provide a diagram.
- We try to provide crackers to place on each plate
- Sometimes a special plate is needed for those with dietary restrictions.
- Help put assembled plates, bread baskets, water pitchers, etc. on the tables
- Please don't forget to give a plate to the speaker!
- Help to clean up the assembly area as directed by the event coordinator or other planner.

IWAGY will provide you with:

- Work tables
- Cutting boards and knives as needed
- Serving utensils
- Plates (correct quantity)
- Small containers to use for “leaky” foods (such as olives), etc., to place on plates