

COVID Instructions for Volunteers: Dining Hall

Volunteer Instructions:

1. Please put on your face mask upon arrival to campus.
2. Please report to the new volunteer entrance (1000B) within the timeframe listed below.



This door sits between our dock and our main Seiber Hall entrance.

<u>Meal Shift</u>	<u>Volunteer Report Time</u>
Breakfast	6:00am-6:15am
Lunch	11:00am-11:15am
Dinner	4:00pm-4:15pm

3. A staff member will prop open the door to allow volunteers to enter.

PLEASE NOTE:

- The volunteer entrance is ONLY unlocked during the times listed above.
 - Volunteers arriving outside of this timeframe will not be granted entrance.
 - Volunteers may not enter through the dock or the main entrance to Seiber Hall.
4. This staff member will proceed to take your temperature and ask simple health screening questions.
 5. Once cleared for service, volunteers will be asked to:
 - Put on a sanitized volunteer ID/lanyard (if you do not already have your own)
 - Put on a hair net
 - Put on a beard net (only needed if beard is not already covered by your face mask)
 - Put on an apron
 - Wash hands and put on gloves
 - Follow staff instructions for service
 6. At the end of your shift:
 - Please place borrowed lanyards in the dirty lanyard bin.
 - Exit by way of the volunteer entrance area.

What else has temporarily changed?

Signing in:

Volunteers do not need to sign in upon arrival. Your attendance will be recorded by staff as you come through temperature screening.

Fewer volunteers scheduled per shift:

Physical distancing is already difficult in the kitchen area, so we are starting small. We hope to gradually increase volunteer numbers as we head into the fall.

Volunteer assignments:

Our kitchen staff might ask you to assist with meal service, meal prep, packing meals, bussing tables, or cleaning dishes in the dish room. Guests will not be given task assignments at this time. Thank you for your kind flexibility.

Pausing presence ministry (eating with guests) in the dining hall:

We are very disappointed to say that we cannot allow presence ministry volunteering in the dining hall at this time. Eating in the dining hall is currently for guests only.

Eating before your shift:

Prior to COVID, volunteers were invited to enjoy a meal together prior to the start of service. We are unable to offer volunteers a sit-down meal in this season. Instead, volunteers may take a to-go meal with them at the end of their shift.

Fewer tables in the dining hall:

We have removed a number of tables/chairs in order to provide adequate distancing for guests during mealtimes. For the time being, eating in the dining hall is for guests only.

Additional cleaning measures:

Table bussers may be asked to clean tables and chairs more frequently. A member of our kitchen staff will provide additional cleaning guidelines/instructions.

No weekend volunteer shifts:

Due to staff constraints, we are currently limiting our volunteer opportunities to weekdays only. We hope to open up weekend opportunities again as we approach fall.

FAQ

Why is there a specific report time listed?

Our kitchen staff members may need to step away from the kitchen in order to conduct temperature checks and the health screening of incoming volunteers. We hope to make the health screening process quick and efficient for everyone.

Why are dining hall volunteers only permitted to enter at 1000B?

For the safety of guests, staff and volunteers, we are doing our best to limit the number of individuals occupying our public spaces (i.e. the dining hall lobby).

What happens if I am late?

Thank you for understanding that – for now – if you do not arrive to campus within the timeframes listed, you will not be able to volunteer.