

Kitchen Worker Responsibilities

Make sure you sign in on the sign in sheet. You must sign in to get credit for working.

Start both coffee pots with 30 cups of water. In the pot that holds the plastic basket add about 2 Styrofoam cups of DECAFINATED coffee grounds. The other pot is used for hot chocolate.

Put an inch of water in the Nesco roaster and turn on to 300°. Put 2 cans of kraut in the middle bin.

You should find a package of brats and 20 hot dogs in the drawer in the fridge. If you don't, take one package of brats out of the chest freezer and microwave them until they are thawed. The hot dogs will be in the door of the freezer over the fridge. The hot dogs can go into the kettle frozen. No need to microwave them.

Start the portable grill (around 350°) and cook only 1 package of brats (approx. 24 brats). The brats are precooked, but make sure they are well heated all the way through. When they are done, transfer them to the left side bin in the Nesco roaster pans.

Put 20 hot dogs in a kettle and heat on the stove on high. When the hot dogs come to a boil, transfer them and some liquid to the right side bin in the Nesco roaster.

Turn the pretzel maker on and make sure the "Add water" light is off. If it's on, add tap water on the top of the machine until the light goes off. Make up about 10 pretzels from the freezer. 6 with salt, 4 plain. Make the salted ones by spraying the pretzel with water and sprinkling salt on them. If you run low on hot pretzels during the evening, you can quickly make more by salting them and then microwaving them for a few seconds.

Put about 20 cheese cups in the pretzel machine, on the right side. If not enough are made up, open up a can of cheese and transfer it all into the cheese cups. DO NOT put an open can of cheese in the fridge. Fill cheese cups and put those in the fridge instead. Make sure you always have enough warm cheese cups. DO NOT warm up cheese cups in the microwave. The cups will melt, not the cheese. Put 4 cups of jalapeno peppers on the table in front of the pretzel machine. Any extra cheese or peppers can be put back in the fridge at the end of the night.

Fill 4 cardboard trays with nacho chips and put them in the pretzel machine on the left side.

Put the following items on the condiment table in the lobby (to the right of the main doors): A squeeze bottle of catsup, mustard, and relish, a bowl of sugar and sweet & low packets (combined), a container of creamer, a cup of stir sticks, and the napkin dispenser.

The front table should have (from left to right if you were the customer): red trays, 2 cookie sheets of candy bars, (chip displays behind with licorice and pixie sticks to the right), misc. candy (some candy can go between the cookie sheets and the chips), the popcorn bin, 12 dixie cups of gummi bears, and the plate of cookies. The pretzel maker should be against the outside wall, angled towards the concession room. The cash register should be on the table against the wall between the concession room and the pretzel machine.

Cut the brat buns and return them to the bag that they came in.

Around 4:45, make 1 batch of popcorn. Bag enough popcorn to fill the skinny, clear plastic bin that sets out on the front table. Don't make too much popcorn at once. It is better to make several batches during the night because the smell of popcorn will entice people to buy.

Around 5:00 make a batch of cookies. Make sure the oven is empty and set the thermostat to 350°. The oven will beep when it is pre-heated. It takes about 10-12 minutes to make a batch of cookies. After they have cooled, put them on a plate and put them on the front table. If the cookies run low and it is before the second session starts, make another batch of cookies.

The cash register is only used as a "cash box". There is no need to use it to tally up the cost. The drawer can be opened by pressing the "NS" (No Sale) key which is second from the bottom on the right hand side. If the register beeps at you, try pushing the "C" (clear) key on the left side, or the total key on the right side.

You will probably run out of brats early in the night. DO NOT make more brats. If you run out of anything, contact Mark Toby before running to the store.

If you run low on quarters, there may be more in the blue cash bag which is kept in the kitchen, by the window. If there are no more, or you need other change, check with the checkwriter to see if they can make change for you.

Brats & hot dogs are served on their respective buns, on the paper hot dog trays. If they order a "plate", it is served in the cardboard nacho tray plate with their choice of chips, a soda or coffee, and a pickle. There is no charge for sauerkraut.

Ice is available in the chest freezer. If they ask for a cup of ice, use the Styrofoam cups. DO NOT give out cups of ice in the soda cups. People are more than welcome to have a cup and ice, but please don't advertise it.

Serve nachos in the nacho trays with a cheese cup. If they want extra cheese, sell them another cup.

Workers can have some popcorn and soda (please be reasonable), all other items must be purchased. Family members must purchase their concessions.

It is OK to cash a check written out to "Queen of Apostles" for up to a maximum of \$20 (as long as we have plenty of cash available). Make sure their phone number is on the check.

Try not to have too many leftovers (i.e. Popcorn, hot dogs, pretzels, coffee, and cookies). Any of those items leftover at the end of the evening, the workers can have. If there is no athletic event the next day (Sunday), someone should also take home the remaining brats and brat buns. Otherwise, put the brats in the fridge to be used on Sunday. NEVER put the brat or hot dog buns in the fridge or freezer.

During the last game of Bingo, prepare two ice cream buckets with wash water to be used to wash off the tables.

At the end of the night, please check the "to-do list" to make certain all kitchen related activities have been completed. If so, please help the floor workers with their activities.