



After Walk BBQ Team

Food

- Plan menu
- Coordinate with Team Building Team to get approximate numbers of people attending
- Arrange for muffins, juice and coffee to be available as they arrive in the morning before the walk (Paul Thomas quite often provides this)
- Find donors for the meat, buns, condiments, drinks, paper products from local businesses (work with Business Donor Team to coordinate who is being contacted and the needs) Wendy's will provide Chili if asked in time and McDonalds will provide a huge container of orange drink if asked in time.
- Have current host families and volunteers sign up for potluck side dishes (salads, desserts, chips, etc.)
- Create invitations for BBQ and send to past host families, being sure to state that a main dish is provided but please bring a side dish (we have samples from past years)

Tables and Seating

- Create or have donated centerpieces for the tables, get tablecloths from SPCO.
- Find a church that is willing to donate the use of approx. 12 tables and 10 chairs

Volunteers

- Arrange for volunteers to set up and tear down tables and chairs; clean up food area
- Arrange for volunteers to man the food area during the BBQ to resupply the table with any necessary items as needed
- Arrange for volunteers to supply ice chests to keep salads cold until BBQ
- Arrange for volunteers who will be barbecuing while the Hope Walk is taking place and ready to serve lunch at noon
- Arrange for volunteers to help clean the entire area up after the BBQ

Entertainment

- Arrange for entertainment during the After Walk BBQ; only needed for a couple hours; donated

Silent Auction Coordinator and a couple assistants

- Collect donations from businesses for the auction – work with Business Donor Team
- Have all of the items for the day of walk to display and sell
- Work with Lorene to get bid sheets made up
- Set up silent auction display on tables with bid sheets
- Be available to take last minute items for auction and answer questions
- Monitor the auction and coordinate the closing of it
- When closed work the check out table
- Tear down and clean up

Event Day

- Arrange food on tables as it arrives
- Set up drink station
- Decorate the tables
- Oversee the barbequing and make sure that the serving table is replenished as needed
- Oversee the clean up