

Upcoming service activities at Drop In center

Day & Date	Service	Timings
Thursday, October 13 th	Supper Service	5:45 p.m. to 7:00 p.m.
Friday, October 28 th	Supper Service	5:45 p.m. to 7:00 p.m.

- For your volunteers who will be arriving for the **Supper** Service, please have them arrive no later than **5:30 p.m.**, as the meal service begins promptly at **6:00 p.m.**
- The meal service happens rather quickly, and will be completed within 25-35 minutes;
- Any volunteers assisting inside the kitchen will be asked to stay approximately 5-10 minutes longer.

The following will be helpful on your volunteer day:

- Please park on the South side of the building (right in front) where it is marked 'Reserved Parking' this is for our Volunteers!
- Should these stalls be full, please ask Security to unlock the 'Parking Compound' where staff park (East of building), for additional overflow parking.

Upon your arrival:

Please go to Security and they will direct you up to the 2nd floor 'Volunteer Office' (in the hygiene area), where you may securely leave your coat and any valuables.

You will then be directed by one of our wonderful staff members:

1. ****Should your group be Running Late, please notify our DAY OFFICE at [403.266.3600](tel:403.266.3600) – this needs to be communicated to our Kitchen & Care Workers, who are leading the meal service**. Thank you.**
2. Please Securely Store Your Personal Belongings in the Volunteer Office ONLY, as the DI will not be held responsible for lost or misplaced items;
3. Closed Toed Shoes must be worn and please wear Modest & Comfortable Clothing during your visit. No bandanas permitted on property;
4. Due to Health & Safety protocols, our kitchen can welcome a maximum of 12 volunteers (min 10 years of age) inside the kitchen to assist with MEAL PREPARATION;
5. For the MEAL SERVICE, we can welcome approx. 8 volunteers to assist **inside the kitchen** with PLATING the meal (min 10 years of age). The remainder of the volunteers will assist with SERVING the plates to our clients in the dining room (all ages welcome);
6. You are also welcome to bring Cameras to take pictures of your volunteers during their stay. Please do not take photos or videos of our clients. This is restricted without their expressed and written consent. Thank you for your cooperation.

SUPPER Service (6:00 p.m. - 7:00 p.m.):

Children 12 years of age and older are welcome to volunteer with the Supper Service. All children must be within ear shot and eye sight, and under the direct supervision and control of a parent or guardian from their group, at all times. The Supper Service is generally our busiest time of the day, with high volumes of clients and volunteers. This is not the best setting for younger children, as tiny feet may hinder this busy meal serving process.