Meals & Ministries (M&M’s) Roles
2022-2023

Ministry Leader/Co-Leaders (1-2 per semester)
This person(s) is responsible for growing the team of volunteers, supporting and encouraging ministry participants, anticipating and resolving challenges, and fostering effective communication between volunteers, staff and other stakeholders. They work in partnership with the Staff Liaison and Clergy Champion on planning, facilities, finances, marketing and other church resources. The person(s) in this role serves for a full semester.

Head Chef (1 per week)
This person and their team are responsible for preparing and serving the food for their designated meal and for facilitating kitchen clean-up, including dishwashing. They also recruit and coordinate the work of the Meal Coordinator and Kitchen Team volunteers. See Head Chef Checklist for specifics. Volunteers can choose which week(s) they serve in this role.

Meal Coordinator (1 per week)
This person ensures that the necessary food and supplies are procured for each meal. They work closely with the Head Chef to ensure they have what is needed for the meal within the designated budget. See Meal Coordinator Checklist for specifics. Volunteers can choose which week(s) they serve in this role.

Kitchen Team (7+ per week)
Volunteers in this role support the Head Chef with preparing and serving the food for their designated meal and assist with kitchen clean-up. They also invite others to join the team. See Kitchen Team Checklist for specifics. Volunteers can choose which week(s) they serve in this role.

Front of House Lead (1 per week)
This person and their team are responsible for room setup, room clean-up, beverage service, guest check-in, guest hospitality (e.g., decorations, entertainment, etc.) and future reservations. They also recruit and coordinate the work of the Front of House Team volunteers. See Front of House Lead Checklist for specifics. Volunteers can choose which week(s) they serve in this role.

Front of House Team (7+ per week)
Volunteers in this role support the Front of House Lead with room setup, room clean-up and beverage service and assist with guest check-in, guest hospitality, and reservations. They also invite others to join the team. See Front of House Team Checklist for specifics. Volunteers can choose which week(s) they serve in this role.

Staff Liaison
This person partners with and supports the Ministry Co-Leaders and is a liaison to church staff to ensure support around planning, facilities, finances, marketing and other church resources.

Clergy Champion
This person advocates and champions the program throughout the faith community and assists with program vision and strategic planning.

* Persons may serve in multiple roles as the M&M volunteer team grows.

Updated 6/16/2023
Meals & Ministries (M&M’s)
2022-2023 Fall Pilot Plan

Ministry Objective:
Foster multi-generational relationships and discipleship at Manchester UMC through food and programs.

Desired Ministry Outcomes:

- Provide a convenient and affordable meal option for all generations and life stages
- Create connections and deepen relationships within the congregation
- Engage more people in weekly discipleship through serving and learning opportunities
- Offer participants an easy way to invite others to experience Manchester UMC
- Foster greater collaboration among all Wednesday evening programs and participants

Key Considerations for Fall 2022 Pilot:

1. Offer meals 5:30 to 6:30p on Wednesdays in Fellowship Hall
2. Food and supplies cost-per-meal should not exceed $8 per person
3. One hot meal plus a basic salad and a fruit option available
4. Adults receive full portion size while children receive smaller portion size of same meal
5. Rotating food menu (can repeat meal option every 4 to 6 weeks if desired)
6. Meals should appeal to multi-generations and at least one per month should be kid oriented
7. Bridge Bread will have a table with cookies, sweet rolls, etc. for sale
8. Offer 10 weeks of meals in Fall beginning Sept. 14, 2022
9. Meal Pricing:
   a. $7 per adult / $3 per child (12 and under) / $20 max per household
   b. Adult Fall Semester Pass = $63
   c. Child Fall Semester Pass $27
   d. Household Fall Semester Pass $180
10. Partner with Children, Choir, Youth and Adult Faith Formation staff and leaders to recruit a collective total of 10 new M&M volunteers from their programs.
11. Invite other ministry groups (e.g., Choirs, Class Leaders, Missions, etc.) to perform/present during M&Ms
12. Evaluate at the end of the Fall semester and implement changes for Spring 2023

Updated 6/16/2023