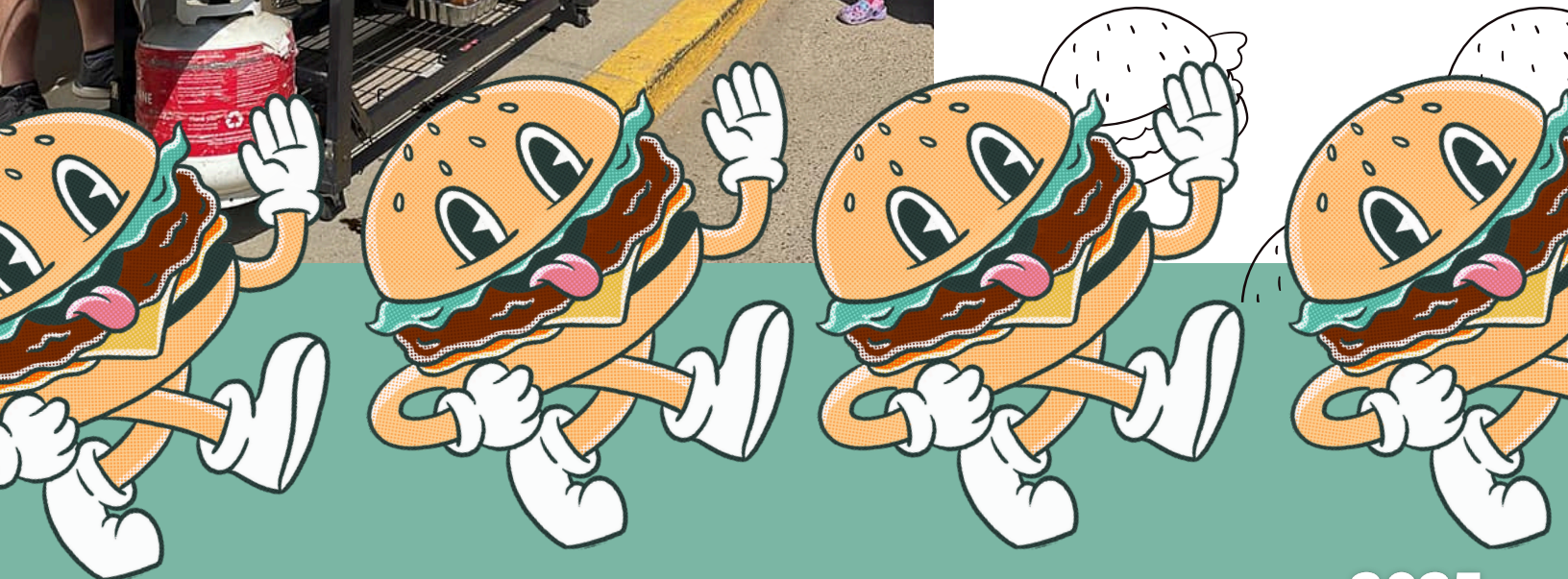
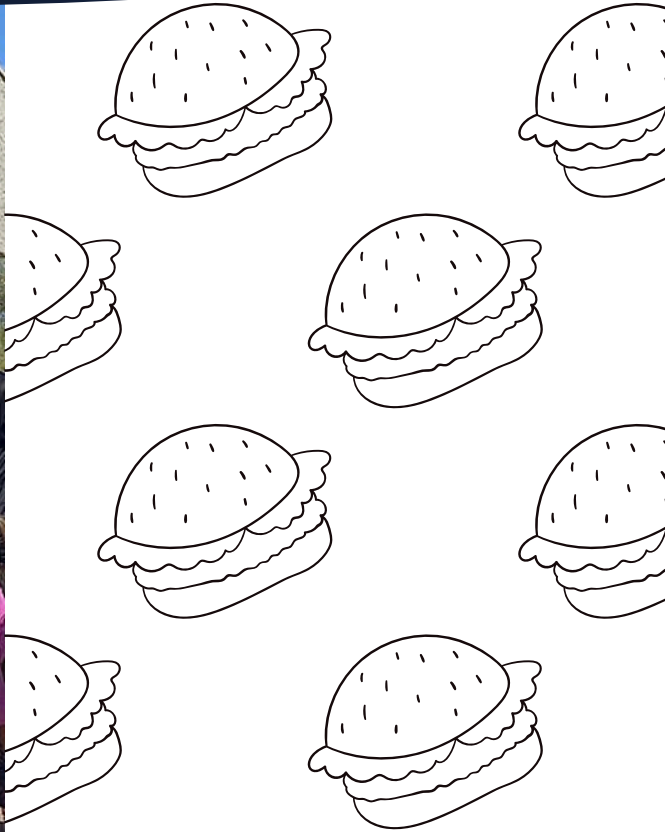




Wild Rose

Wild Rose Co-op

COMMUNITY BBQ PROGRAM



2025

About the Program

Wild Rose Co-op's Community BBQ Program helps local non-profits raise funds by providing BBQ materials at cost and all the equipment needed. This gives organizations the chance to host fundraising events, keep the profits, and support their important community work. We're proud to help strengthen and empower our local groups.

Below is a guide to help you plan, and execute a Wild Rose Co-op Community BBQ for your Organization.

Community Group Responsibilities for the BBQ Event

Your community group must provide at least six (6) volunteers to ensure the smooth operation of the BBQ. Volunteers must be 12 years and older, and no minors can operate the grill. These are the key roles to fill:

Cashier:

- Handle customer payments and direct them to the condiment and drink stations.

Griller:

- Cook hamburgers and hot dogs.
- Important: Do not touch food with your hands. Avoid wearing latex gloves, as they can burn. Always wear a hat or hair net and beardnet if facial hair is long while grilling.

Cooked Food Handler:

- Take cooked hamburgers from the warming tray and place them on buns.
- Always wear latex gloves and a hat.
- Serve the completed meal (burger + bun) in a napkin to the customer.

Floater:

- Provide support during busy periods and assist with any tasks as needed.

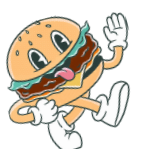
General Cleaner:

- Maintain cleanliness throughout the event by wiping down surfaces, taking out garbage, and cleaning up spills.

End-of-Event Cleanup:

- Perform a thorough cleanup after the event, including cleaning BBQ equipment (scraping the grill), food supplies, and disposing of garbage and recyclables.

If the BBQ or supplies are returned in an unclean condition, a \$100 cleaning/replacement fee will be deducted from your funds.



Event Promotion

Effective advertising is essential for a successful event. Consider the following methods to promote your BBQ:

- Post posters around the community.
- Advertise on local media and social media platforms.
- Display sidewalk signage.
- Tell your family and friends to share your event on social media, come for lunch and bring friends with them.

Inclement Weather

- Keep an eye on the weather forecast. It's your group's decision whether to proceed with the BBQ in inclement weather.
- Important: Cancel events if there are weather warnings for tornadoes, lightning, or extreme heat.
- It's recommended to postpone events with extreme heat, rain, or high winds.
- If your event has to be cancelled due to weather, Wild Rose Co-op will work with you to reschedule for another time.

Event Cancellation

- If you need to cancel your event, please notify us as soon as possible. We may have other groups on a waiting list who would be happy to take your spot.
- In the event of a BBQ cancellation, please call 780-672-3107, and speak to the Food Store Supervisor/ Manager.
- If you need to cancel your BBQ, Wild Rose Co-op will try and accommodate another weekend.

Wild Rose Co-op Responsibilities for the BBQ Event

Equipment Setup:

- Wild Rose Co-op will set up the BBQ, tables, and a handwashing station before your arrival to ensure everything is ready for the event.

Cash Tray, Float, and Moneris Machine:

- A cash tray with bills and change will be provided upon arrival for handling payments.
- All tips need to be entered into the cash tray and they will be returned to your organization on your event payout.
- A Moneris debit/credit machine will be issued for handling payments, the Grocery Supervisor will conduct a training session on the machine, and be available for assistance.

BBQ and Food Supplies:

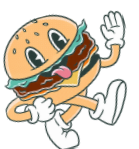
- All necessary BBQ and food supplies will be provided. Refer to the supplies list in this package for details.
- Note: Due to food handling regulations, specialty toppings like onions will not be available.

Selling Prices of BBQ Food Items:

- Food prices will be set by Wild Rose Co-op and must be followed during the event.

End-of-Event Storage:

- After the event, all BBQ equipment and tables will be collected and stored by Co-op staff.
- Note: Prices may increase depending on item costs.



Payment of Funds Raised:

- After the BBQ, the cash tray will be returned to the Grocery Supervisor, who will send it to the Administration Office along with the invoice for food supplies.
- The funds raised will be calculated by subtracting the float and food supply costs from the total amount collected.
- Payment will be issued via cheque, along with a statement of earnings.
- Note: Payment processing may take up to two weeks, please touch base with us if you have not received your cheque after 2 weeks.

Health and Safety Guidelines for the Community BBQ

Footwear:

- Closed-toe shoes are mandatory for all volunteers to prevent foot injuries, particularly in the grilling and food preparation areas.

Grilling Safety:

- Volunteers grilling should avoid wearing latex gloves to prevent burn risks from the heat. Use tongs or utensils to handle food whenever possible, never touch the grill or hot surfaces directly with your hands.
- Griller's should never wear plastic gloves, when operating the grill.
- Keep flammable materials away from the grill to reduce the risk of fire.

Food Handling:

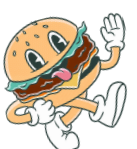
- Always wear disposable latex or nitrile gloves when handling cooked or ready-to-eat food to prevent contamination.
- Change gloves immediately if they become contaminated or after touching non-food items (e.g., garbage cans, dirty surfaces).
- Avoid cross-contamination by ensuring raw food (like meat) is handled separately from cooked food, and use designated utensils for each.

After Eating:

- After eating, remove gloves, wash hands thoroughly, and put on a fresh pair of gloves before resuming any food handling to prevent contamination.

Cash Handling:

- Volunteers handling cash must not touch food (even indirectly). If handling cash, either wear separate gloves or wash hands thoroughly before touching any food.



Hair Safety:

- All volunteers working near food should wear a hat, hairnet, tie back long hair and a beardnet if facial hair is long to prevent contamination and maintain hygiene standards.

Food Storage:

- Keep all food items (e.g., buns, condiments) at least 6 inches above the ground to protect them from contamination. Store food on tables, carts, or in plastic bins to ensure cleanliness and safety.

Focus on One Task:

- To improve safety and ensure clear responsibilities, volunteers should focus on one task at a time (grilling, serving food, cash handling, etc.). This minimizes confusion and prevents accidents or cross-contamination.

Cleaning:

- Clean surfaces, utensils, and containers regularly with hot, soapy water. Ensure that all areas are sanitized after each use, especially food prep areas.
- Disinfect high-touch surfaces frequently to maintain hygiene.

Hand Washing:

- Wash hands prior to starting the bbq.
- Wash hands frequently, particularly after handling food, cash, or any shared items (e.g., serving utensils, condiments).
- Always wash hands thoroughly before and after eating, using the restroom, or touching personal items.

First Aid:

- In case of injury, immediately inform the Express Till Cashier to page a Team Member trained in First Aid. Wild Rose Co-op has a first aid kit readily available to help.

Additional Safety Notes:

- Be aware of hot surfaces, open flames, and sharp objects (e.g., knives or grill tools). Use caution when working around the grill and ensure children or bystanders are kept at a safe distance.
- In case of fire, remain calm and use appropriate fire safety procedures. Ensure that fire extinguishers are available and properly maintained.

By following these guidelines, we can ensure a safe and enjoyable BBQ experience for everyone involved. Thank you for your attention to safety!

BBQ Supplies and Tools

General BBQ Supplies:

- Supplies will be provided clean and in good working condition. Any missing, uncleaned, or damaged items will result in a deduction from your funds raised to cover replacement or cleaning costs.
- Additional supplies can be obtained by asking the Express Till Cashier to page a Supervisor. Volunteers may not take items directly from shelves.



Checklist: Before and after the BBQ, use this checklist to account for all items:

Before	AFTER		Before	AFTER	
		BBQ Lighter			Oven Mitt
		BBQ Brush			Paddywhacker
		Tongs			Spoon
		BBQ Flipper			Lysol Wipes
		Roasting Pan with Cover			Napkin Holder
		Knife			Cooler
		Fork			Dish Pan
		Garbage Bags			Cloths
		Latex Gloves			Handsanitizer

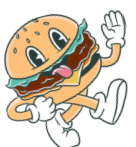
Important Notes:

- A \$100 cleaning fee will be deducted if the BBQ and supplies are returned in an unsanitary condition.
- Items marked with an asterisk (*) that are not returned will be charged for replacement.

Food Supplies

All food supplies will be Co-op branded or substituted with a brand chosen by the Supervisor if unavailable.

- Hamburgers
- Hamburger Buns
- Processed Cheese Slices
- Beef Broth
- Condiments (Ketchup, Mustard, Relish)
- Canned Pop
- Bottled Water
- Napkins
- Hand Sanitizer
- Paper Towels
- Garbage and Recycling Bag Holders
- Aprons



Checklist for the Day of the BBQ Event

Volunteers:

- Ensure you have at least 6 volunteers.
- Arrive 30 minutes before the event starts to set up.
- Ask the Express Lane Cashier to page the Supervisor for your BBQ, supplies, and cash tray.

Setup and Preparation:

- Use the extra time to set up and get the grill going, ensuring smooth operation when customers arrive.

General Cleaning:

- Regularly wipe down surfaces and clean spills.
- Keep the workspace tidy throughout the event.

Additional Supplies:

- If needed, ask the Express Lane Cashier to page a Supervisor for supplies, ice, or hot water.

Inclement Weather:

- Keep an eye on weather changes and use your best judgment regarding the BBQ's continuation.
- The Wild Rose Co-op Grocery Supervisor will have the final say if cancellation is needed due to weather.

Post-BBQ Cleanup:

- After cooling, clean the BBQ with the provided cleaner.
- Return all supplies to the Express Lane Cashier, along with the garbage.
- Recyclables can be taken for a refund or placed with the garbage for Co-op recycling.
- Have the Supervisor collect the cash tray for processing.

Advertising

- Share your BBQ event on your social media channels
- Tell your family and friends to come and support your event

**DON'T
FORGET**

Take a picture of your group to send to our marketing team at wildrose@wildrose.crs or text 780-679-7516

