



Welcome!



Gala 2026 Food Service Guide



Responsibilities

- * **Shift:** Friday, June 5, 2026, from 1:00 pm to 11:00 pm
- * **Location:** Oak + Hood, 11347 S Macksburg RD Canby, OR 97013
- * Complete Training
- * Serve appetizers and dishes to guests (*not allowed to serve alcohol*)
- * During food serving keep tables clean.
- * Breakdown dining tables and decorations after event activities are complete.
- * Help cleanup 9pm-11pm

No alcohol consumption allowed: **Volunteers must refrain from drinking.**

- * Everyone must sign in and out.
- * Everyone is expected to help with cleanup.
- * No one should leave until everything is put away.
- * The list of cleaning duties is included in the general gala training.
- * At the end of shift please remember to return name tags and aprons.

This information is outlined in the general gala guide:

[2026 Gala General Information](#)

Standard Attire

For Ladies Attire: Solid white Russian dresses with white scarves with black accessories. Avoid wearing prints with multiple colors. Hair slicked back either low bun or braid.

For Men Attire: Black Russian shirts or black collared long-sleeve shirts paired with black slacks.

Solid black aprons and name tags will be provided.



Friday, June 05, 2026, Gala Detailed Schedule:

- 1:00-3:30 Set Up/ Prep Time / Training (Feed the volunteers Pizza at 2:00PM)
- 3:30 Guest Arrival
- 3:30-5:30 Cocktail/Appetizers
- 5:15-5:30 Dan the Auctioneer 15 Minute Dinner Alert
- 5:30-5:32 Dan will introduce himself and Welcome Everyone
- 5:32-5:35 Prayer for Dinner (Larry)
- 5:35-5:45 Introduce Larry Semerikov Speech
- 5:45-5:50 Introduce Principal Ulita Seleznev
- 5:50 HTPS Students Walking Up to Stage Speech
- 5:50-6:10 Ulita Introduces HTPS Students Singing while salad is served.
- 6:10-6:30 Intermission/Social Time/ Reminder check out all Auction Items
- 6:30-7:35 Live Auction Starts/Main Entree Served
- 7:30-7:40 Dessert Served
- 7:35-8:00 Appeal (General Operations and TAP), and Thank You Speech
- 8:05 Announce Raffle Drawing Winners (Raffle Order: A Year of Renewal Raffle, Greece Trip, and Golden Ticket.)
- 8:35-9:00 Remind Guests to Pick Up Winnings and Have a Blessed Night!
- 8:50 pm: Last call for drinks.
- 9:00-11:00 CLEAN UP!!! Every volunteer must clean.

Time Management

- * 1pm prep/training
- * 2pm pizza arrives
- * Servers walk in a single-file line together at all times.
- * Follow Lead's instructions on where to start.
- * After serving, walk back to the kitchen immediately.
- * Please treat this as you would a job.
- * **Work proactively.**



Table Setting and Presentation

The table should always look tidy.

Keep tables clean of dirty dishes and extra garbage.

When clearing plates away from the guests, remember to not take the fork from the table as we are not washing and replacing them.

If asked by someone to have a new fork, you may remove, wash and replace it.



Menu Knowledge

If a guest asks “what is that?” Have a basic understanding of what we are serving so you can answer the question.



Golden Grain Pepper Jelly Bites

Creamy herb-infused cheese rolled in toasted golden grains and seeds, finished with a sweet-heat pepper jelly and served with crisp crostini.



Beef Cabbage Rolls

Tender seasoned beef wrapped in delicate cabbage leaves, slow-simmered for rich flavor and served warm as an elegant bite.



Garden-Fresh Cucumber Rounds

Cool cucumber slices topped with whipped ranch dressing, vine-ripe cherry tomatoes, and fresh dill for a light and refreshing start.

Charcuterie Dinner



Golden Harvest Charcuterie Medley

A curated display of sliced salami, an everything-seasoned cream cheese ball, toasted bread, fresh blueberries and strawberries, and chocolate-covered almonds.

Salad Course



Classic Caesar Salad

Crisp romaine hearts tossed in traditional Caesar dressing, finished with shaved Parmesan and toasted croutons.

Dinner Entrées



Slow-Braised Beef Brisket

Hand-carved beef brisket, slow-cooked until fork-tender, served over creamy mashed potatoes with roasted carrots, broccolini, and finished with a savory au jus.



Herb-Roasted Cornish Hen

Whole Cornish hen stuffed with wild rice, roasted to golden perfection and served with crispy roasted potatoes and seasonal vegetables.

Dessert



Cheesecake Crêpes

Delicate crêpes filled with lightly sweetened cheesecake cream, finished with fresh berries and a rich berry drizzle.

Customer Service

“Are you still enjoying your dish?” or “May I take your plate?”

“My pleasure”

If you’re unsure ask your leads.

Walk straight and tall with hands behind your back if you are waiting.

Smile.



Handling Guest Complaints

Stay calm and listen

Find and offer a solution if unsure ask your leads

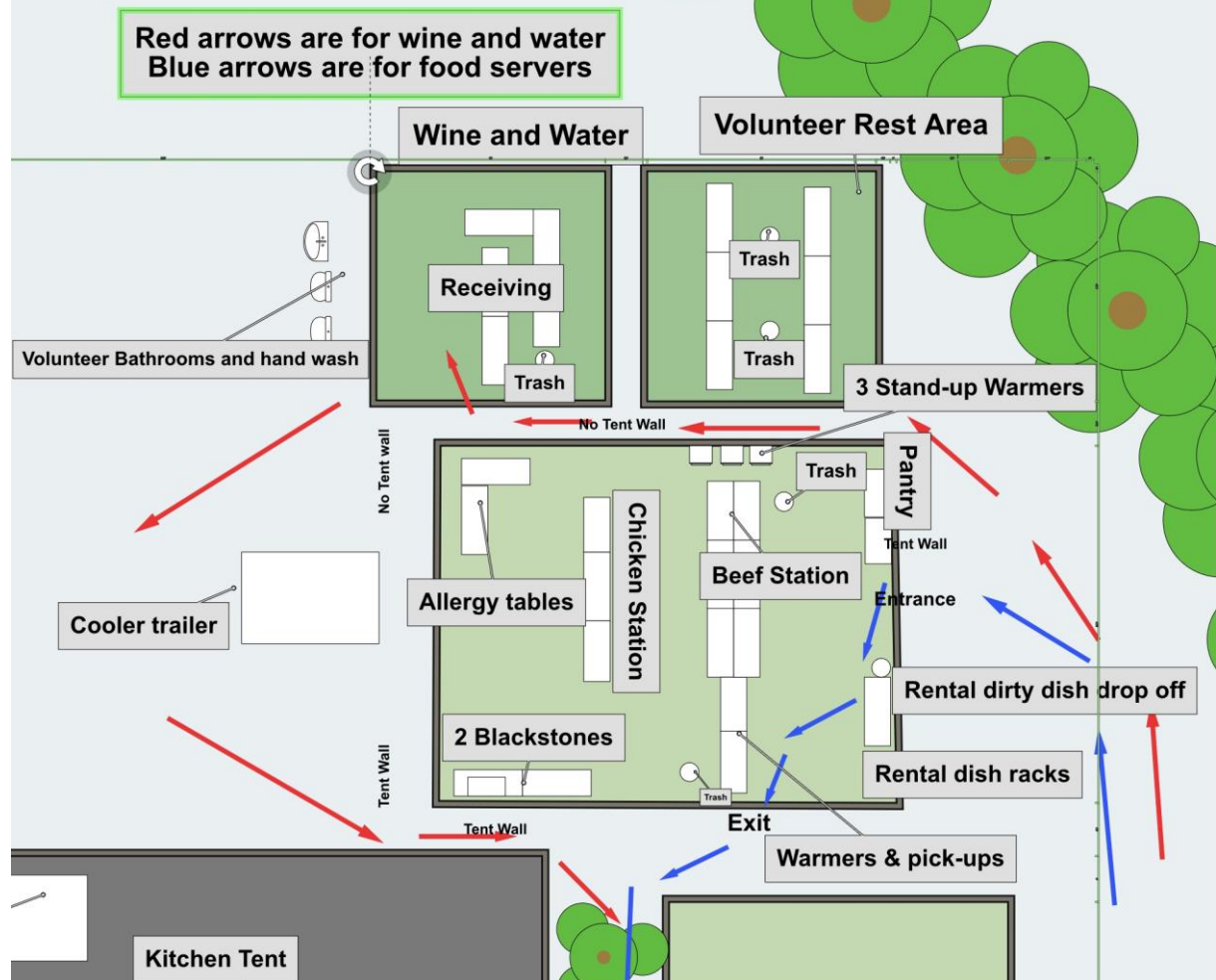
Follow up to confirm the problem was solved



This map shows the setup for the wine/water station, volunteer rest area, dirty dish drop-off stations, and the exterior kitchen location at the venue. Please pay close attention to the arrows on the map:

- ☐ **Blue arrows** indicate the path for **food servers**
- ☐ **Red arrows** indicate the path for **drink servers**

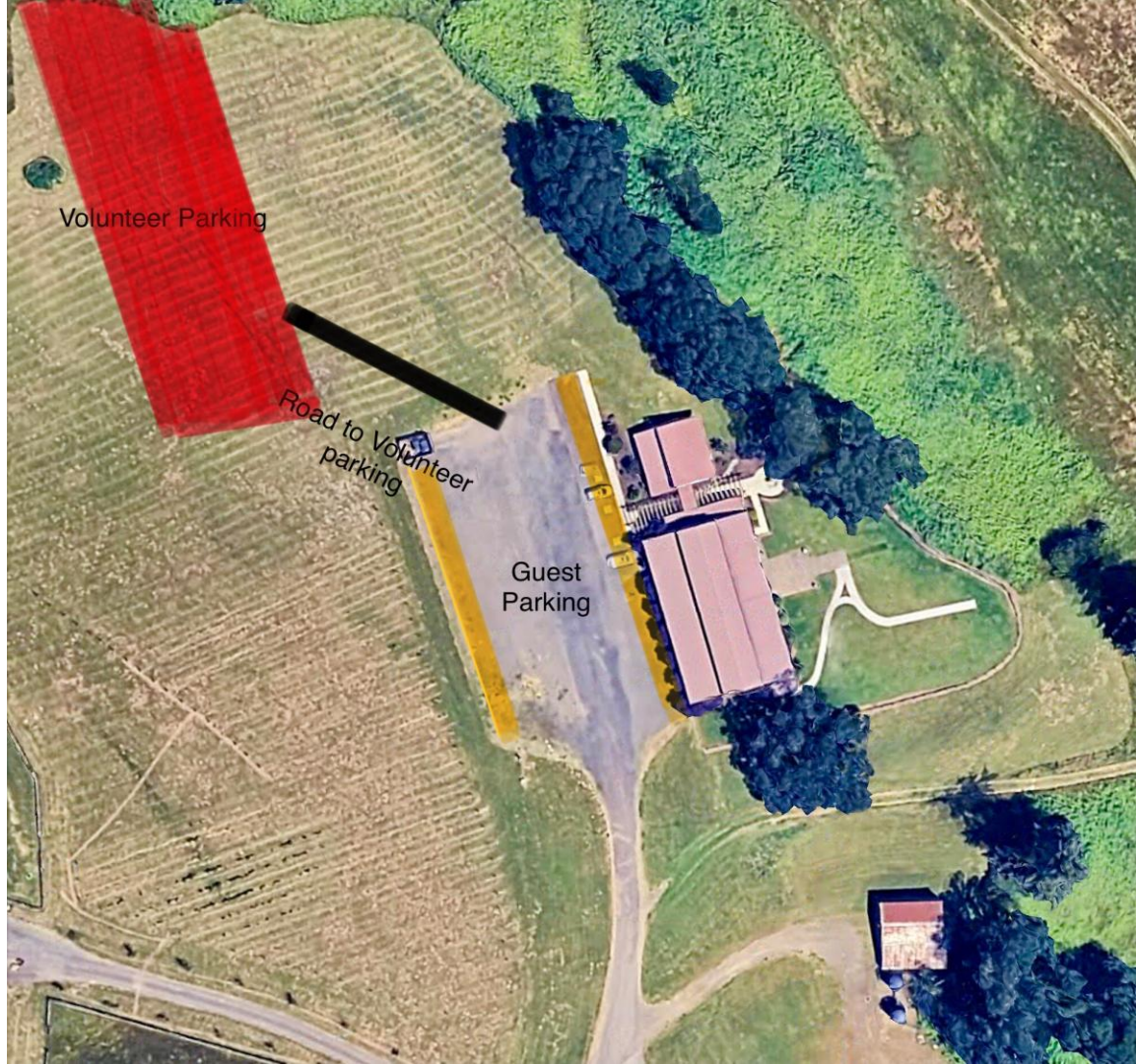
To ensure everything runs smoothly, let's respect each other's work areas and stick to the designated walking routes. This will help avoid congestion and keep things moving efficiently.



Gala Volunteer Parking

Expecting 160 Gala guests and 90 volunteers the day of the event. Parking at the venue is limited, so it's crucial to carpool to the event. Coordinate with fellow volunteers to share rides.

IMPORTANT NOTE: All volunteers and guests must leave the venue property by 11:00pm.



Gala event area Overview:

16 tables will be set for the gala guests. This image provides an overview of the dining area.

Kindly avoid lingering in front of guests. If you're not actively involved in gala tasks, please stay out of sight. You can be in the volunteer rest area taking a break.

The restrooms within the event area are reserved for **guests only**.

Volunteers must use the designated porta potties located in the volunteer area.

