
Disaster Kitchen Supervision
ARC 3068-5, Rev. 09/05
Fact Sheet Rev. 12/06

Description	This course is designed to give the learners the knowledge and skills needed to supervise at a kitchen site. The course includes lectures and table group exercises that simulate opening, maintaining and closing a disaster relief operation kitchen.
Purpose	The purpose of this intermediate level Disaster Services course is to provide Red Cross and partner agency staff with the knowledge, skills and abilities required to supervise the staff and tasks conducted at a disaster relief operation kitchen.
Learning Objectives	After completing this course, participants will be able to— <ul style="list-style-type: none">• Plan meals that meet the clients' needs, including cultural and ethnic considerations.• Determine what supplies and food will be necessary to prepare the food and how to order those supplies.• Create a timetable for food preparation so that the kitchen serves or sends the meals out at the correct time.• Coordinate kitchen activities with the Kitchen Site Manager, the Yard Supervisor and the Mobile Feeding Supervisor at the kitchen site.• Use available tools and resources to work efficiently and effectively at the kitchen site.• Foster a “safety first” environment in the kitchen.• Supervise the kitchen crew as it prepares and cooks food and puts the food in Cambros® for delivery.
Audience	Participants will be Red Cross employees and volunteers and representatives of other partner agencies who may need experience in Mass Care food preparation. Participants must be able to lift 50 pounds. Participants should also— <ul style="list-style-type: none">• Be ranked as Supervisor or higher in the Mass Care group of the DSHR system.• Have one or more experiences at a kitchen site (working with the Kitchen Supervisor, Yard Supervisor or Mobile Feeding Supervisor) or have worked at a large food service or hospitality site (e.g. school cafeteria, restaurant, caterer, etc.) and have knowledge of how the Red Cross provides service to a disaster affected community.
Prerequisites	Required: <ul style="list-style-type: none">• <i>Disaster Kitchen Training</i> (ARC 3068-30, Rev. 03/05)• <i>ERVs: Ready, Set, Roll</i> (ARC 3068-4, Rev. 09/05)• <i>Shelter Operations</i> (ARC 3068-11, Rev. 09/05)• <i>Logistics: An Overview</i> (ARC 3071-1, Rev. 09/05)• <i>Logistics Simulation</i> (ARC 3071-2, Rev. 02/98)

Recommended:

It is recommended that participants have taken a safe food course, e.g., the National Restaurant Association's *ServSafe* course or one from a similar program. It is also recommended that participants have life experience supervising other people or have taken *Supervision in Disaster* (ARC 3086, Rev. 08/06).

Participants can also refer to the National Restaurant Association Educational Foundation Web site at www.nraef.org for more information.

The following reference materials are also recommended:

- *ServSafe Essentials*. 4th Edition. 2006.
 - *ServSafe Course Book*. 4th Edition. 2006.
 - *ServSafe Employee Guide*. 4th Edition. 2006.
 - U.S. Department of Health and Human Services, Public Health Service, Food and Drug Administration. Food Code 2005.
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Length

Total instructional time is 8 hours. The course is designed to be taught with an hour lunch. Full attendance of the entire course is required.

Scheduling

A minimum of 10 and a maximum of 20 participants are recommended. As an intermediate course, *Disaster Kitchen Supervision* will be scheduled through the Service Area.

Instructor Requirements

This intermediate level disaster training course will be taught by one or more qualified Disaster Services instructor(s) who, in addition to meeting intermediate Disaster Services instructor requirements, must meet the following criteria:

- Ranked as Supervisor or higher in the Mass Care group of the DSHR system.
 - Qualified as an instructor of *Disaster Kitchen Training*. It is recommended that instructors have taken a safe food course, e.g., the National Restaurant Association's *ServSafe* course or one from a similar program.
 - Have one or more experiences as Feeding Manager, Kitchen Site Manager or a supervisor at a kitchen site (Kitchen Supervisor, Yard Supervisor, or Mobile Feeding Supervisor) or have worked at a large food service or hospitality site (e.g. school cafeteria, restaurant, caterer, etc.) and have knowledge of how the Red Cross provides service to a disaster affected community.
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Materials

For a list of materials, see the Disaster Training Courses page on CrossNet.
