

# Healthcare Event Planning Guide

Helping hospitals and health systems celebrate their teams with food trucks.

PREPARED BY BOSTON FOOD TRUCK ASSOCIATION



Designed for: HR • Employee Experience • Nurse Leadership • Hospital Administration

From Nurses Week and staff appreciation to diversity celebrations and summer events, the best healthcare events give teams a reason to step away, recharge, and connect.

Here's how food trucks make recognition feel more meaningful while keeping planning simple across departments, schedules, and locations.

## 1 Why Work With FTABOS?

- ✓ Access to a vetted network of local food trucks
- ✓ One point of contact from planning to event day
- ✓ Flexible service for day and overnight shifts
- ✓ Meal ticket systems for easy staff-only service
- ✓ COIs, permits, and vendor logistics coordinated
- ✓ Scales from one truck to system-wide programs

## 2 Popular Healthcare Events

Nurses Week

Hospital Week

Staff Appreciation

Diversity Week

Doctors' Day

EVS Week

Wellness Days

Summer Celebrations

Holidays

### WHERE FOOD TRUCKS SHINE MOST

**Nurses Week** makes recognition feel meaningful

**Diversity Week** celebrates cultures through global cuisines

**Summer Celebrations** create a fun, low-lift way to recognize staff

## 3 Customize Your Event Experience

### What experience do you want to create?

The right setup depends on your schedule, service locations, menu variety, and the experience you want to offer, not headcount alone.

1 truck

#### Staff Pick-Me-Up

Ideal for coffee, lunch, or dessert at one department, office, or hospital location.

2 trucks

#### Add Variety + Coverage

Add a second cuisine, serve two areas, or stagger service to reach more of your team.

3+ trucks

#### Large-Scale Celebration

Build a varied lineup for Nurses Week, Diversity Week, Hospital Week, or major staff appreciation events.

## 4 Real FTA Event Examples

### Diversity Week Celebration

#### Attendees

Hospital employees

#### Servings

7,035

#### Trucks

16 food trucks

#### Service

Multiple locations & shifts

*Sixteen food trucks brought cuisines from around the world together for a large-scale celebration of the hospital's diverse community.*

### Summer Staff Celebration

#### Attendees

Hospital employees

#### Servings

2,750

#### Trucks

10 dessert trucks

#### Service

Day & overnight service

*Ten dessert trucks brought a summer treat to hospital staff across daytime and overnight service, making appreciation accessible beyond the traditional workday.*

## Planning Your Next Healthcare Event?

From selecting vendors to coordinating service windows, locations, permits, insurance, and event logistics, our team manages every step so you can focus on celebrating your people.

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