



## **“Loved Served Daily” Guest Chef Program Guidelines**

Thank you for your interest in preparing a home cooked meal for our families. By volunteering as a Guest Chef, you will help relieve one worry for our families during their stay by providing a home-cooked meal or weekend breakfast. We have put together the following guidelines to ensure an enjoyable and successful volunteer experience.

### **Helpful Hints**

- Meals must be prepared on-site unless they are commercially prepared and delivered.
- Dinners are served at 6 pm buffet style. Breakfast is served by 9 am on Saturday and Sunday.
- Most groups arrive between 4:00 pm and 4:30 pm if preparing dinner or 8 am if preparing breakfast. You are welcome to arrive earlier to prepare dishes that need more time. Contact the House Manager to make arrangements if earlier than 4:00 pm.
- Participants create their own group of up to 6 volunteers, including chaperones. We are unable to provide the option of joining an existing group.
- Groups should supply enough food to prepare a meal to serve 20-25 people, but understand this is strictly an estimate. Not all families will be able to make it to the House in time for your serving, but they will be searching for leftovers when they return after a long day at the hospital. At times, families prepare to-go plates. Rest assured that whether the food is eaten at the time of the meal, taken to-go or warmed up for leftovers later on, it is very much appreciated.
- We ask that you provide a complete meal with a protein, side dish and vegetable. Please keep in mind that the majority of guests are adults. When you select your menu, notify the House Manager, ideally one week in advance, to avoid preparing a duplicate dinner.
- Our kitchen is well equipped with cookware to prepare and serve your meal. We also have many staples available, such as oil, sugar, and spices. Contact the House Manager in advance if you would like to know what is in stock.
- Beverages are supplied by the House and dessert is optional.
- Alcohol is not allowed at the House. Reduced cooking wines, such as sherry, are an exception.

### **Health and Safety**

- When you arrive, please sign in at the volunteer desk.
- For the health and safety of our families, participants of this program should be healthy when entering the House: free from fever, cough or colds, or stomach virus symptoms.
- Food Safety is especially important for the families living at the Ronald McDonald House. Children with weakened immune systems are more at risk to infections brought on by disease-causing bacteria that contaminates food. To avoid this, we must be especially cautious when handling, preparing and transporting food. Please keep hot foods hot, cold food colds, and take special precautions to avoid cross-contamination.
- Frequent hand-washing is encouraged and should be part of the food preparation process. Gloves are available and are required when handling ready to eat food.
- All cooking items need to be placed in the dishwasher.
- All kitchen surfaces must be wiped down with cleaner before and after food preparation.



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### **Scheduling Your Meal**

- Review our online calendar for available dates at [www.rmhcmaine.org](http://www.rmhcmaine.org), click on “How You Can Help” and select “Guest Chef Program”.
  - New participants should also print and complete the application packet found on the Guest Chef page of our website.
- Please contact the House Manager at [housemgr@rmhportland.org](mailto:housemgr@rmhportland.org) or by phone (207) 780-6282 ext. 316, with any additional questions and to reserve your meal date(s).

### **Meal Suggestions**

Need some ideas on what to plan for dinner? Spaghetti and lasagna dishes are served frequently; however, if pasta is your specialty please include a side of protein like meatballs, chicken parmigiana, or sausage. You may use any of the following ideas or feel free to prepare something you don't see on the list.

**Beef Meals:** Beef Stew, Beef Tips and Gravy, Pot Roast, Stir-Fry Beef.

**Chicken Meals:** Barbeque Chicken, Chicken Cacciatore, Chicken Fajitas, Chicken Parmesan, Garlic Chicken, Lemon Chicken, Sweet & Sour Chicken, Stir-Fry Chicken, Stuffed Chicken Breast.

**Hamburger Meals:** Chili, Goulash, Meat Loaf, Sloppy Joes, Swedish Meatballs, Tacos.

**Bigger Meals:** Turkey Dinner, Roast Beef Dinner, Baked Ham Dinner, Corned Beef & Cabbage Dinner.

**Pasta Sides:** Stuffed Shells, Lasagna, Fettuccini Alfredo, Baked Macaroni and Cheese.

**Side Dishes:** Baked Potatoes / Baked Potato Buffet; Mashed Potatoes, Oven Roasted Potatoes, Rice, Egg Noodles, French Fries, Pasta Salad, Potato Salad.

**Veggies:** Broccoli, Carrots, Cauliflower, Corn, Corn on the Cob, Green Beans, Green Bean Casserole, Peas, Salad, Squash, Zucchini.

**Thank You for supporting the Children and Families we Serve!**