



"Love 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. We have put together the following guidelines to ensure an enjoyable and successful volunteer experience.

Guidelines:

- **Cooking On-Site: Your group must safely prepare, cook, and assemble all food in the House kitchen. Volunteers may not prepare, cook, or assemble any food at home prior to coming to the House.**
- Guest Chef groups may include a **maximum of 5 volunteers.**
- **All Volunteers must be fully vaccinated for COVID-19. Proof of vaccination should be brought to the house on the day of your meal to show to staff. Please do not send it ahead of time.**
- 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, stomach virus symptoms, etc.
- **Volunteers must wear face masks** while preparing and cooking. Cloth masks, scarves, and face shields are no longer approved as face coverings. If you do not have a surgical mask, we will provide one for you (N95 and K95 are also approved face coverings). Frequent hand washing and changing gloves between tasks are required. Disposable gloves are also available.

Meal Service:

- Volunteers are asked to supply the ingredients needed for their meal. Certain items are typically available in the RMH kitchen, such as some spices, oils, and eggs. Other pantry items may be available. Volunteers should inquire about available ingredients at least one week in advance.
- Our kitchen is well equipped with cookware to prepare and serve your meal.
- We recommend Guest Chefs arrive between 3:30 - 4:30 pm if preparing dinner or 8:00-8:30 am if preparing breakfast. You are welcome to arrive earlier to prepare dinner dishes that need more time, please contact the House Manager to make such arrangements.
- Dinners are served by 6:00 pm. Breakfast is served at 9:00 am on Saturday and Sunday only.
- **Individualized Meals:** To reduce the spread of germs, meals may be either served by a designated Guest Chef or House Volunteer or packaged into individualized containers. Containers are supplied by RMHC; however, volunteers are welcome to donate containers for this purpose. All containers must be new items still in the packaging. We recommend dishwasher-safe containers, rather than single-use.
- **On-Site Dining:** RMHC Maine families often have inconsistent schedules due to patient treatments and may not be available to eat while your group is on-site. If families are present, the meal can be served on dishware, otherwise, the remaining portion of the meal can be packaged up by the group or by our evening shift volunteer so families may enjoy it later.
- Groups should plan to supply enough **food to serve 12-15 people** but understand this is strictly an estimate. You may call the House the day you plan to cook to get a more accurate head count.
- 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

- Food Safety is especially important for the families staying at the Ronald McDonald House. Children with weakened immune systems are more at risk of infections brought on by disease-causing bacteria that contaminate food. To avoid this, we must be especially cautious when handling, preparing, and transporting food. Please keep hot foods hot, cold food cold, and take special precautions to avoid cross-contamination.
- Frequent handwashing is encouraged and should be part of the food preparation process.
- Gloves are available and are required when handling ready-to-eat food.
- Dishes should be placed in the dishwasher to be sanitized; however, large pots/pans may be hand washed with hot soapy water if they do not fit in the dishwasher.
- All kitchen surfaces must be disinfected **before and after** food preparation. Cleaning supplies are available at the House.

Scheduling Your Meal

- After reviewing the Program Guidelines, please contact the Portland House Manager at hmportland@rmhcmaine.org to schedule a phone call and discuss the next steps.
- **Groups must confirm with the House Manager at least 3 days prior to their scheduled dinner.** At this time, we ask that you provide the House Manager with the **names of all group participants** and your **menu selection** (to prevent duplicate meals). Please keep in mind that most guests are adults.

Meal Suggestions

Need some ideas on what to plan for dinner? 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 Parmesan, Garlic Chicken, Lemon Chicken, Sweet & Sour Chicken
- **Hamburger Meals:** Chili, Goulash, Meat Loaf, Sloppy Joes, 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, Squash, Zucchini

Thank you for supporting the children and families we serve!



Ronald McDonald House | 654 State Street | Bangor, Maine 04401

www.rmhcmaine.org