



“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 or weekend breakfast. We have put together the following guidelines to ensure an enjoyable and successful volunteer experience.

Helpful Hints

- **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.
- **Dinner Chefs:** arrive between 4-4:30 pm and food should be ready by 6 pm.
- **Breakfast Chefs:** arrive by 8 am and food should be ready by 9 am.
- Participants create their own group of up to 5-8 volunteers, including chaperones. *If you are planning a larger group, you can contact the House Manager to make arrangements.*
- 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. (We suggest contacting the House Manager for a more accurate count.)
- After the meal is cooked, items can be presented family-style on the island separating the kitchen and dining room. While you most likely won't see the families eating, as they can have long nights at the hospital, rest assured, it is very much appreciated! An evening House Volunteer will take care of packaging up individual meals after an hour has elapsed to store in the refrigerator to reheat later in the evening or the next day.
- We ask that you provide a complete meal with a protein, a side dish, and a vegetable. Please keep in mind that the majority of guests are adults. When you select your menu, notify the House Manager one week in advance. (See back page for meal suggestions)
- 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

- 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 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 and 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 or raw meats.**
- All cooking items need to be placed in the dishwasher.
- **All kitchen surfaces must be wiped down with cleaner before and after food preparation.**

Scheduling Your Meal

- New participants should complete the Volunteer Application and Background Screening and Confidentiality forms found on the Guest Chef page of our website.
- Returning Guest Chefs can contact the House Manager in Portland to request a date:
 - Email: himportland@rmhcmaine.org
 - Phone (207) 780-6282 ext. 316
- 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 (to prevent duplicate meals). Please keep mind that most guests are adults.

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, Pulled Pork
- **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, Chop Suey
- **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!

