Ronald McDonald House® Greater Denver

Chef-Led Meal Experience

Our chef-led experience makes it easy for groups of 3-8 people to experience the joy of feeding families without the stress of coordinating and menu shopping. To participate, groups are asked to make a tax-deductible donation of $500 to support our meal program. Our chef will lead your group in prepping and cooking a delicious dinner to serve the families staying at the house. This is a great opportunity for team building, community groups, or friends and family!

Chef will:	**Your Group will:**
• Plan the menu • Shop for the ingredients • Provide a chef-led experience, complete with how-to's and pro cooking tips to take with you	• Prep and cook a meal with one of our Chefs • Serve the meal to families staying at the Denver or Aurora House • Clean up and pack up leftovers

Days Available	Meal	Number of Cooks	Arrival Time	Serving	Clean Up
Tuesdays	Dinner	3-8	4 PM	6-7 PM	7-7:30 PM

Sign Up:

- We need **1** volunteer to act as the **Group Leader** and register with our VolunteerHub site to reserve a pre-approved date.
- Once the date is reserved, we will reach out with the payment link. Your pre-approved date is not confirmed until we receive payment. After we receive payment, we will send registration instructions for your other volunteers.
- Volunteer Group Requirements:
  - This opportunity is for groups of **3-8 volunteers.**
  - All volunteers must be **14 years of age or older**. Volunteers between the age of 14-17 must have adult chaperones.

Prepare:

- Ensure all volunteers register and sign up for the volunteer event using your group's custom VolunteerHub link. We have important waivers attached to the registration that must be acknowledged prior to the volunteer event.

- Since our chef will be purchasing the food ingredients for the planned menu, you do not have to bring anything with you to the volunteer event!
- Make sure everyone in your group is healthy, all volunteers must be completely illness/symptom free (cold, flu, fever, stomach virus, etc.)

Day-Of Instructions:

Arriving to the House:

- Arrive promptly at 4 p.m. for Chef's introduction and kitchen orientation. Meal preparation will take place from 4-6 p.m. and you will serve dinner from 6-7 p.m. If you have volunteers that will be arriving later, please inform staff.
- Park anywhere in our parking lot and head towards our main entrance. Go through the first set of doors and wait to gain access through the secure, second set of doors (do not pull on the doors).
- **Please wear close-toed shoes.** No sandals, for your safety.
- When you arrive at the House, check in at the front desk. Everyone in your group must sign in on our iPad to ensure our waivers are acknowledged.

During Volunteering:

- A staff person or volunteer will bring you up to the kitchen where Chef will be setting up.
- Chef will orient you to the kitchen, walk you through our health and hygiene protocols, and guide you through cooking the meal.

How to Sign Up and Important Things to Consider:

3 Weeks Out Policy

When looking for a date on our meal calendar, please note that we only offer meals over 3 weeks out. We are unable to offer this volunteer opportunity to groups within three weeks of the present day because we need 1 week to receive payment from the group, and 1-2 weeks to get all volunteers registered, purchase ingredients and plan the meal. Therefore, you will only see meals available over 3 weeks out.

Cancellation Policy

If your group must cancel, please contact the Volunteer Manager as soon as possible so we can make alternate arrangements. If you must cancel within 1 week of your meal, we will be unable to refund your donation or offer to reschedule, as funds will have already been used to purchase ingredients. Our staff and House volunteers will make sure your gift still provides a warm meal for families on the scheduled meal date and time. Exceptions may be made for inclement weather at the discretion of Ronald McDonald House.

Rescheduling Policy
We will only be able to offer rescheduled dates if we are given ample notice (over one week in advance). However, dates for rescheduling will be limited to the dates currently available through the end of the year on our meal calendar.

Payment
Once you reserve a date, the Volunteer Manager will be in touch with the payment link. The date you signed up for is considered "pre-approved" until we receive payment. Since our chef needs time to purchase the ingredients and prepare for your meal, we ask that you pay within a week after registering. If we do not receive payment within a week, we will relinquish your date.

Group Registration
Once we receive payment, the Volunteer Manager will send your group's custom registration link and instructions for your additional volunteers. All volunteers must be registered in advance, to ensure all waivers are acknowledged prior to the volunteer opportunity.

How to sign up for an opportunity as the Group Leader:

1. View the Chef-Led Meals calendar for your preferred location.
2. If you do not already have an account with our VolunteerHub Site, click **"Create Account"** on the top right of the screen. If you already have an account, click **"Sign in"** on the top right of the screen and skip to step 6.
3. Under the "Account" tab, **create a username and password.** Then click "Next."
4. Under the "Join Code" tab, **skip** by clicking "Next" **(do not type anything in).**
5. Under the "Affiliations" tab, check the box for **"I am interested in the chef-led meal experience."**
6. Under the "Profile tab" please fill out all required information (with an asterisk). Click "Next" once you are done.
7. When you get to the "Complete" tab, click "Next" and you will be brought to our events calendar.
8. Click on the date you are interested in signing up for. There will be one opening for the Group Leader.
9. Click **"Next"** again to get to our waivers. All you will need to do is **check the boxes** saying you agree. Click "Next" and you will be completely done and signed up.
10. You will receive an email from VolunteerHub stating your pre-approved date is reserved. If you did not receive an email, you will need to go back in and ensure you clicked all the way through registration.
11. The Volunteer Manager will be in touch via email with the payment link shortly after.

Thank you for supporting our families!