



215 W. Montgomery Ave., Rockville, MD 20850
301-762-1496; rainbow@rainbowplace.org

Dinner Preparer

The position of **Dinner Preparer** is part of a team that supports Overnight Staff and the Food Coordinator in providing overnight shelter to homeless women in a safe, caring environment, treating all guests with dignity and compassion.

The **Dinner Preparer** plans, shops for, and prepares dinner for 30 women. The meal can be delivered to Rainbow Place frozen, or it can be cooked fresh and we will cover and preserve it until we serve it.

Please note: Unless you or your group is acting as an Evening Meal Server on the day you prepare and deliver your meal, your meal may be packaged and served on another night. This policy assures a varied diet and timely meals for the women.

Location: in your home and then delivery to Rainbow Place

Key Responsibilities:

- Planning a meal, shopping for ingredients, preparing and cooking the meal, and then delivering it to Rainbow Place
- E-mail or call the Volunteer Coordinator to schedule a time to deliver the meal
- Send an e-mail to the Volunteer Coordinator (rainbow@rainbowplace.org) and to the Food Coordinator (longrosamont@verizon.net) the week before you deliver letting them know what you plan to bring. This step helps the Food Coordinator create a weekly meal plan to maximize variety and nutrition.

Reports to: Volunteer Coordinator

Length of appointment: Ranges from one-time to once a week throughout the season.

Time commitment: Varies according to meal

Qualifications: Willingness to share your good humor with homeless women and a team of volunteers. Must be able to climb stairs to the third floor.

Support/Training: A *Volunteer Orientation* will take place on a Sunday in the last two weeks of October and all new and potential volunteers are strongly encouraged to attend this session. All former volunteers are asked to attend this session once every second year. You may always contact the Volunteer Coordinator with any questions and concerns through the season.

Age Requirement: None

Dress Code: None

Form(s) required: (1) Volunteer Application; (2) Waiver of Liability; (3) Confidentiality form (only if you plan to come to the shelter when residents will be there)

Please Note: As per the Montgomery County Student Service Learning program, SSL hours may only be given for volunteer work performed at Rainbow Place.