



# CK Home Chef Volunteer Program

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## Community Kitchens Mission

### **BUILDING FOODWAYS WITH EQUAL DIGNITY AND FOOD JUSTICE**

Community Kitchens is a free meal program for Oakland's most vulnerable community members. Our mission is to feed people left behind by other food programs and to build community and solidarity through food.

We bring together over 50 local restaurants and 10 community groups to prepare and distribute meals to our unhoused, at-risk youth, and shut-in, or low-income seniors every day. Our meals are distributed by a network of community organizations who use our meals as a trust-building tool that helps them connect marginalized communities with needed services and support.

**As of today, a tremendous amount of pandemic relief funding for food programs has stopped, yet people still need to eat every day. By donating quality homemade meals to Town Fridges, we can help make up for meal programs that have been put on hold.**

Just as CK helped turn restaurants into community kitchens, we aim to turn home kitchens into community kitchens as well!



## CK Home Chef Volunteer Program

Thank you for your interest in becoming a CK Home Chef! Town Fridges are public fridges that are entirely community run, and highly utilized in food insecure neighborhoods. Community Kitchens strives to ensure that refrigerators are regularly stocked with wholesome, delicious meals for anyone that needs it. We stand by the motto, “meals with dignity” and request that every meal made is something you would be proud to serve your family and friends.

**By joining the Home Chef Volunteer Meal Program we ask that you commit to delivering 25 home cooked meals to one fridge, one day a week, for two-four days per month. A current CA Food Handlers Card is required.**

**You are welcome to collaborate or cook with a group if at least one person has completed the CK Home Chef Training and has a Food Handler Certificate.**

Community Kitchens will provide you with:

- Packaging containers
- Blank printable labels for meal packages
- Recipes from local restaurants and chefs
- Reimbursement for CA Food Handler Card Training
- In-kind donation receipt
- Supplemental produce from local farms

Every month we host a supply pickup with one of our restaurant partners for volunteers to pick up containers, labels and produce.



## Food Safety 101

It is of the utmost importance that we ensure that the meals we make are prepared in a healthy and safe way and **require all CK Home Chef volunteers to have a current CA Food Handlers Card, which CK will reimburse for.**

Some topics that are covered in the 90 minute online Food Handlers Course are:

- Temperatures to remember
  - Cross Contamination
  - Allergens **(CK meals can not contain nuts or shellfish)**
  - Safe Cooling Times
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### Temperatures to Remember

**\* A meat thermometer will be required to measure meat temperatures. Always take the temperature of multiple pieces of meat from different sides of the tray.**

Meat internal temperatures:

Poultry 165F

Beef 160F

Egg Dishes 160F

Keep your refrigerator at 35-38 and freezer at or below 0F



## Preventing Cross Contamination

Food becomes contaminated through a variety of mechanisms. Some things that can contribute to foodborne illness are: inadequate handwashing, cross-contamination, storage and cooking temperatures, and contamination of food by animal waste.

ALWAYS:

- Wash hands for 20 seconds with warm soapy water before and after handling food, using the bathroom, changing diapers or handling pets.
- Store raw meat, poultry and seafood below ready to eat foods in the refrigerator
- Use a clean cutting board and one for produce, and one for raw meats.
- Wash cutting boards, dishes and countertops with hot, soapy water after preparing each food item and before you go on to the next.

## Temperature Danger Zone

The danger zone refers to the temperature range in which bacteria growth occurs most rapidly on food.

**Food temperatures between 41 and 135 degrees Fahrenheit represent this danger zone.**

Prepared meals should not be left in this range for more than 4 hours.

## Safely Cooling Foods

Always cool cooked food completely before storing in the refrigerator. You should never put hot food directly into the refrigerator because the hot food will raise the temperature while inside the refrigerator, therefore creating a chance of spoiling the other foods that are also present.

**Cool hot foods from 135F to 70F within 2 hours. And from 70F to 41F within 4 hours.**

Tips for rapidly cooling food:



- Divide into smaller portions
- Stir food
- Spread out in shallow pans
- Ice water bath
- Ice wand

## Meal Preparation and Delivery

One Day BEFORE delivery date: Gather and cut all ingredients; cook the meals and then let cool and refrigerate. Print labels.

On Delivery Day: Give yourself about an hour or so to assemble and label meals. Deliver cold meals to the Town Fridge and send a text to 510-694-4697 with an alert that you've completed delivery. In the text include name of meal, appetizing photo, # of meals, fridge name / location, drop off time. A CK Staff member will then send an announcement to the list serve that meals have been delivered.

**\*Do not keep prepared meals out of the refrigerator for more than four hours. If you can't deliver meals right away, be sure to refrigerate them.**

Meal Labels:

Each meal must have a printed label that includes Name of Dish, Ingredients, Date Made (Recipes can not be made with shellfish or nuts)



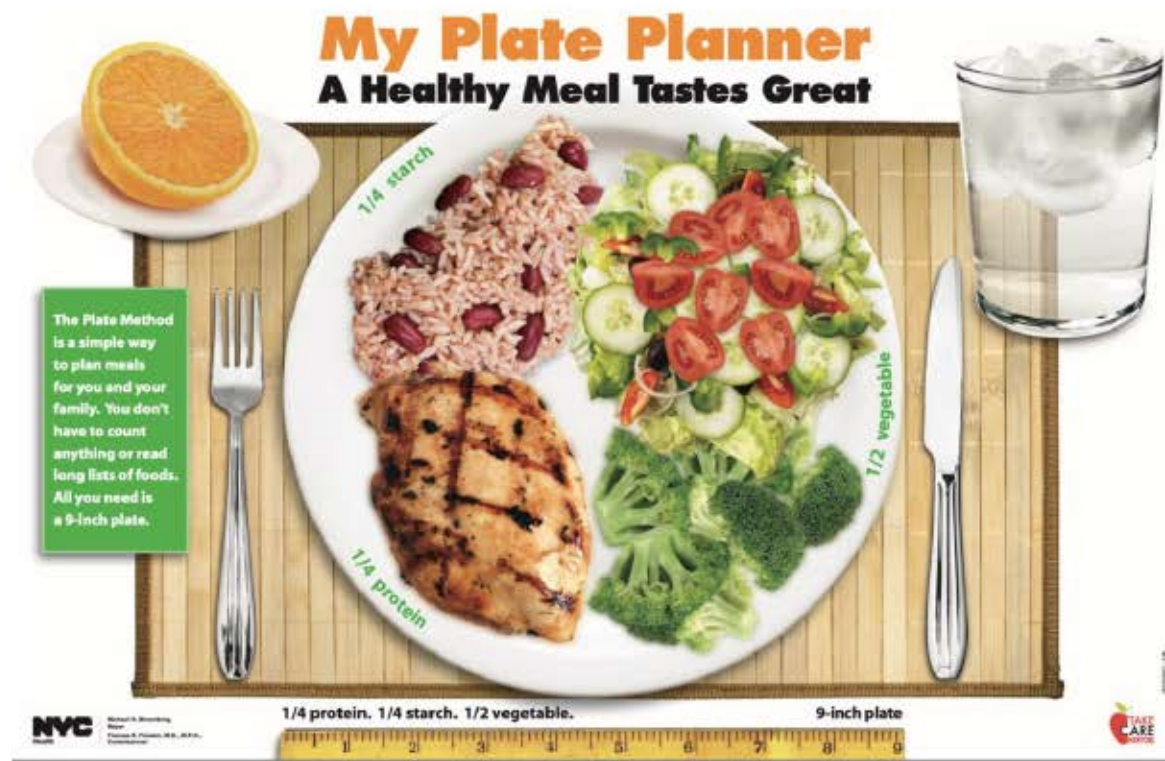




## Recipes

Generally, a complete meal should contain veggies, protein, and starch. Visit [myplate.gov](http://myplate.gov) for healthy portion samples and recipes.

CK provides large scale recipes from local restaurants as well.





## CK Home Chef Volunteer Agreement

Community Kitchens values the gift of time made by its volunteers. We maintain high standards in the way we involve volunteers and we recognize the importance of volunteers to our work.

### **CK Home Chef Volunteer role description**

Cook, package and deliver 25 meals per week, for two to four days per month to an Oakland Town Fridge (exact schedule and location TBD). This agreement sets out what you can expect from us, and what we expect from you.

#### We will do our best:

- to make sure that volunteering with us is an enjoyable and rewarding experience
- to provide you with regular opportunities for individual feedback and support
- to keep you informed and consulted on relevant changes

#### We will provide:

- reimbursement for CA Food Handler Card training
- meal packaging and blank labels
- recipes from Oakland restaurants and chefs
- in-kind donation receipt
- supplemental produce from local farmers

#### We expect you as a volunteer to:

- submit proof of a current CA Food Handler's Card
- follow health guidelines in preparing quality meals for Town Fridges of Oakland
- be reliable and to perform your volunteer role to the best of your ability
- notify us one week in advance if you cannot deliver meals when scheduled
- procure and prepare ingredients for meals
- deliver meals to Town Fridges

Note: this Agreement is a statement of intent and is not intended to be a legally binding contract.

Name of Volunteer (please print):

Date:

Volunteer Signature: