



**Community Kitchen Volunteer Meal Service
Gillespie Center & Hoskins Place
45 Jesup Road (behind Restoration Hardware)
203-226-1661**

The Gillespie Center & Hoskins Place is staffed 24/7 so please ask for the supervisor when you arrive.

**If you are unable to provide lunch or dinner on your assigned date please go online ASAP
to make the date available for another volunteer.**

Dinner is served from 5:00pm - 6:00pm – Please prepare enough food to serve 25 – 30 people.

Please arrive with your cooked meal by 4:40 pm as the diners arrive promptly at 5:00 pm and are ready for dinner. If you need to heat any of your food please arrive earlier so you have enough time to warm everything, set up the meal on the counter and are ready to serve at 5:00 pm. There is an oven/stove and a small microwave for warming food but no cooking is allowed on the premises, per the Health District & Fire Department.

If you are unable to stay and serve your meal please drop off the food by 4:30 pm and the Gillespie Center & Hoskins Place staff will serve the dinner.

PLEASE NOTE: IF VOLUNTEERS HAVE NOT ARRIVED WITH THE DINNER BY 4:40 PM THE GILLESPIE CENTER/ HOSKINS PLACE SUPERVISOR WILL BEGIN PREPARING A MEAL FOR THE COMMUNITY KITCHEN DINERS.

We kindly ask that all meals be as well-balanced as possible as this dinner may be the only cooked meal of the day for some of the diners. Any kind of meat or poultry is always greatly appreciated. The main course along with a side dish of potatoes, pasta or rice and a vegetable/salad, etc. is an ample meal. Fresh fruit is recommended for dessert, although regular desserts are enjoyed as well. Our best advice to everyone is to prepare the dish that stresses you out the least; the one you feel the most confident making and could put together “in your sleep”.

Dinner plates, cups, napkins, silverware, serving utensils and beverages are supplied by the kitchen although diners enjoy lemonade, iced tea or juice.

2nd helpings (if available) may be served starting at 5:20pm and then only if all the diners have been served. Generally there will be a lull in the number of people coming to the serving window indicating that all have had their first helping. Any leftovers that can be used for another meal are good to leave behind. Casseroles can be left if you do not want the pan back; or you can transfer the food into a Gillespie Center pan. All clean-up will be done by the Gillespie Center clients. The dishwasher is a commercial-grade one and all clients have been given instruction for proper handling and usage.



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You are welcome to enjoy dinner with the shelter residents and other diners. Some volunteers have found this can add to your experience at the Community Kitchen as some of the diners are curious about you and why you've agreed to provide a meal and you may be equally curious about their life circumstances.

If you prefer not to prepare the meal yourself here are a few take-out establishments that other volunteers have purchased from in the past:

Angelina's
Post Plaza Shopping Ctr.
1092 Post Road East
203.227.0865

Calise's Food Market
734 Post Road East
203.227.3257

Fortuna's
1244 Post Road East
203.226.3587

Stew Leonard's
100 Westport Avenue
Norwalk
203.847.7213

Lunch is served from Noon - 1:00 pm – Please prepare enough food to serve 20 – 25 people.

In addition to serving dinner every night volunteers also provide and serve lunch on the weekends at noon. The diners arrive promptly at noon and are ready to eat so **please arrive with your cooked meal by 11:40 am.** If you need to heat any of your food please arrive earlier so you have enough time to warm everything, set up the meal on the counter and are ready to serve at Noon. As stated above, no cooking is allowed on the premises.

If you are unable to stay and serve your meal please drop off the food by 11:30 am and the Gillespie Center & Hoskins Place staff will serve the lunch. All the other guidelines and information for dinner apply for lunch.

PLEASE NOTE: IF VOLUNTEERS HAVE NOT ARRIVED WITH LUNCH BY 11:40AM THE GILLESPIE CENTER/HOSKINS PLACE SUPERVISOR WILL BEGIN PREPARING A MEAL FOR THE COMMUNITY KITCHEN DINERS.

Please sign our "guest book" before you leave the Gillespie Center & Hoskins Place. If you would like a letter to submit for a charitable tax deduction please leave your mailing information with the supervisor. If you have recipes and/or tips and tricks that have helped you feel free to email me so we can share the information with other volunteers. In addition, please email us if you have suggestions for improving our meal service.

Everyone involved with the Gillespie Center & Hoskins Place and Homes with Hope greatly appreciates this essential service you are providing.

Many thanks for your support!

Maureen Liebergall
Community Relations Director
kitchen@hwhct.org - 203.226.3426 (ext. 10)