



Sarah's Circle
Ending Homelessness for Women

Meal Service

Volunteer Overview

We are very excited that you are interested in providing a meal with Sarah's Circle! Volunteers have been critical to Sarah's Circle's operations since our founding. We hope you gain a deeper understanding of Sarah's Circle through this volunteer opportunity. Our volunteers are key to supporting our mission to end homelessness for women. Due to our kitchen space, we only allow a volunteer group of seven people onsite for meal preparation and serving.

Below is all the information that is needed for groups providing meals to clients at Sarah's Circle. ***Please review all material prior to your meal drop-off date.*** Thank you!

Interim Housing Overview

Every day, Sarah's Circle's Interim Housing Program, located at 1005 W. Leland Ave., provides 24-hour shelter, basic necessities, and supportive services to 50 women who are currently homeless. The goal of the program is to help women move into permanent housing as quickly as possible with intensive case management, housing coordination and other individualized services tailored to the strengths and challenges of the individual. Clients in this program are provided with breakfast, lunch, and dinner every day of the week. ***We are able to accommodate a group of no more than 7 volunteers.***

Daytime Support Center Overview

Our Daytime Center, located at 4838 N Sheridan Rd., is open to clients Monday – Friday, from 9:00 am – 4:30 pm. Open to any woman in need, the Daytime Support Center provides a safe space, services to meet basic needs, educational and general interest programming, and case management to help women find permanent housing and increase self-sufficiency. This program provides breakfast and lunch to approximately 20 clients each weekday. ***We are able to accommodate a group of no more than 7 volunteers.***

Project Overview

We ask that the meal provided is enough for the **50 program participants for the Interim Housing Facility & 25 program participants for the Daytime Support Center**. Meals should consist of a main dish, 2 sides, drinks, and an optional dessert for lunch & dinner. **Volunteers are responsible for bringing all food items they wish to cook or serve. We have all the cookware, utensils, and basics (oil, spices) that you need to prepare and/or serve the meal.** Sarah's Circle does not adhere to any specific dietary restrictions, but we ask you to please **make staff aware if your dish includes nuts, shellfish, or other common allergens**. Sarah's Circle provides hair nets and gloves, which must be worn by all volunteers preparing and serving food.

Meals must be scheduled through our volunteer platform linked [HERE](#). If you have any questions, you can reach out to Linda Gist, Donor & Volunteer Associate at lgist@sarahs-circle.org.

Breakfast	9:00 am	Daytime Support Center & Interim Housing Facility
Lunch	12:00 pm	Daytime Support Center & Interim Housing Facility
Dinner	5:00 pm	Interim Housing Facility ONLY

**Meal times above reflect Sarah's Circle internal meal service times. If you will be dropping off the food for Sarah's Circle staff to serve, please make sure to drop off the food at least 30 minutes before above mentioned times. If you will be bringing your own ingredients to make a meal, please arrive at least an hour in advance.*

Staff Contact Information

Interim Housing Front Desk:

773-728-1014 EXT 401

Daytime Support Center Front Desk:

773-728-1014 EXT 206

Linda Gist,
Donor & Volunteer Associate

773-728-1014 EXT 313

If you have any further questions about the information provided, please contact Linda Gist at lgist@sarahs-circle.org.

Thank you for volunteering at Sarah's Circle!