

## 2388 RESIDENT ASSISTANCE IN KITCHEN AND DINING HALL

Chapter: **Sununu Youth Services Center**

Section: **Food Services**



New Hampshire Division for Children, Youth and Families Policy Manual  
Policy Directive: \_\_\_\_\_ Approved: \_\_\_\_\_

Effective Date: **November 1, 2008**

Scheduled Review Date: **November 1, 2010**

William W. Fenniman, DJJS Director

Related Statute(s): [RSA 621](#), and [RSA 621-A](#)

Related Admin Rule(s): \_\_\_\_\_

Related Federal Regulation(s): \_\_\_\_\_

Related Form(s): \_\_\_\_\_

Bridges' Screen(s) and Attachment(s): \_\_\_\_\_

Food Services will hire a number of residents to assist in the Kitchen and Dining Hall in the preparation, serving, and cleaning up of meals to encourage positive work habits and to develop potential job knowledge, skills and abilities.

### Purpose

The purpose of this policy is to establish the procedure for residents assisting in the Kitchen and Dining Hall.

### Policy

- I. Eligibility: Up to 4 residents, called Resident Assistants, shall work in the Kitchen and/or Dining Hall at one time: two in the kitchen, and two on the floor. Unit Managers shall choose which residents may work in the Kitchen. Unit Managers shall be responsible for finding replacement workers when needed.
- II. Resident Assistant Work Shift: The Resident Assistants' work shift shall cover three meal shifts.
- III. Resident Assistant Duties: Duties performed by the Resident Assistants include, but are not limited to: loading the dish sanitizer; putting dishes away; washing pots, pans, and serving utensils; sweeping and washing the floors; cleaning the tables between and after meals; restocking the condiment baskets; and separating garbage and trash from returned trays. Residents Assistants working a meal shift shall eat in the Kitchen with their unit.
- IV. Sharp Count: The Kitchen Supervisor shall ensure a count of the sharps is completed prior to the assisting resident leaving the Kitchen.
- V. Residential Search: All residents will be [Pat Frisk searched](#) when they return from Kitchen Duty.