

**CANTEEN OPERATOR**

**ROLE DESCRIPTION**

**Objectives**

* To provide an appropriate canteen service at Thursday training,

Saturday games and at other times as agreed

* To provide support to the Club Committee members to ensure the

efficient operation of the Club

**Responsibilities**

* Ensure that a food safety plan is in place for canteen operations

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* Ensure that adequate equipment is available for providing the

canteen services

* Establish a menu of foods for sale that provides variety that will

attract all members and visitors to purchase goods from canteen

* Look to gain Good Sports Level 2 & 3 Accreditation
* Ensure goods are purchased at the best (but not necessarily the

cheapest) rates possible

* Ensure that the canteen is open for business from the start of the

first game at home games

* Keep a record of which families serve in the canteen when rostered
* Keep a record of which families do the BBQ
* Account for all purchases and receipts
* Assist other Committee members in their duties as required
* Undertake tasks at the request of the President or Club Committee
* Purchase (in liaison with Treasurer and President) new equipment

for Canteen

* Liaises with official Club suppliers & stakeholders

**Accountability**

* Reports to President
* Reports to the Club Committee
* Provide a verbal update at the monthly Committee meeting
* Seek approval from the appropriate Committee member prior to

committing the Club to any action or financial cost