



WESTON MOLONGLO FOOTBALL CLUB

Canteen Coordinator

The primary objective of the Canteen Coordinator is to support the club with administrative and regulatory duties

- Oversee the operation of the canteen during the season

Responsibilities:

- During the week purchase stock for sale at canteen.
- Set up canteen of a Saturday and handover to volunteers. Pack up at end of the day.
- Organise the roster of volunteers from Junior and Senior volunteers
- Ensure the food being sold at the Canteen supports and adheres to the Good Sports program

Relationships:

- Reports to the President and Executive Committee.

Reporting and expectations:

- The Canteen coordinator reports to the Executive Committee but does not need to attend Executive committee meetings

Relevant skills

- Can communicate effectively.
- Is positive, enthusiastic and creative.
- Good organisational skills.