**CCFC Canteen Manager Role**

The **main purposes and goals** of the role are to:

- Provide food and beverages for the teams and supporters playing at Abbott Road to create a feeling of community and enjoyment at an affordable cost
- Fundraising for the Club – this is one of the top two fundraising activities the club operates to help keep our registration fees at the level they are at.

**Main duties** of the role include:

<u>Preseason:</u>

- Order "startup" canteen stock and supplies - soft drinks, lollies, chips etc
    - Make up lolly bags (mixed, red frogs)
- Set up Canteen with equipment - BBQ and related equipment, organise coffee machine set up and supplies, eftpos machine, merchandise (Hoodies etc)
- Run canteen on U6 Welcome Day (usually last Saturday before season starts)

<u>In season:</u>

- Order supplies (bread, sausages, egg, bacon, pastries) for weekend expectations - considering whether forecast etc - work with EC member/Groundsman to confirm expectations
    - CTM Bread and Devitts deliver to CCFC
    - During week shop for small items including milk, soft drink specials, chocolates, tea, Bunnings gas (aim for 4 weekly)
- Prepare BBQ Roster for teams to assist - see guidelines on sharing between teams/how many needed
- Saturday run canteen with two paid junior helpers 16+ (barista and other)
    - Set up from 7am so that food and coffee ready to go from around 8am (helpers start 8am and 8.30am)
    - Usually stay open alternate weeks when AL1 playing until around 3pm - otherwise may close around 1pm - pends how busy
    - Pack up involves cleaning up kitchen, mopping floors, ensuring garbage is appropriately disposed, washing tea towels/aprons etc
- Sunday run canteen with one paid junior (much quieter day - on average - half to two thirds takings of Saturday)
    - Set up from 7.45 am to 1pm (alternate weeks WPL may stay later)

**Challenges of the Role:**

- Getting teams to confirm and provide volunteers
- Unpredictability of weather - some Friday afternoons involve difficult decision whether to order or not
- U6 Day - is extra busy and needs extra help on BBQ - usually have 3 to 5 per year pending wet weather washouts

Honorariums - to be discussed pending if all role or broken down into parts and potential for payment through payroll for Workers Comp cover