

**JOB TITLE:** Bar helpers

**REPORTS TO:** Operations Volunteer Coordinator and Canteen Supervisor

### **OBJECTIVE**

- Provide bar facilities to Club members & visitors on match days and functions.
- To ensure a safe and comfortable environment for club members through the implementation of the Responsible Management of Alcohol policy.
- Ensure that bar operations are managed efficiently.
- To provide support to the General Manager to ensure the efficient operation of the Club.

### **Responsibilities**

- Help in providing bar services for functions and events as required by the Committee.
- Manage the sale of liquor in accordance with the provisions of the Liquor Control Commission licence as held by the Club.
- Implement the Club Responsible Management of Alcohol policy.
- Assist other Committee members in their duties as required.
- Undertake tasks at the request of the Executive or General Committee.

### **Relationships:**

- Liaises with the Executive and General Manager.

### **Essential Skills:**

- Good communication
- Computer literate
- Ability to complete tasks unsupervised.
- Honest and Trustworthy
- Completed the following certificates
  - RSA course. <https://www.eclipseeducation.com.au/RSA-Online-Course.asp>
  - Infection Control – <https://www.health.gov.au/.../covid-19-infection-control-trai...>
  - Dining In – <https://tafeqld.edu.au/covid-safe>