



Tuesday Late Canteen – Pre Season

PLEASE READ ALL THE WAY THROUGH

Total Points to be Earned	2 points
Total Hours Required	1 hour
You Must Arrive By	9:20pm
Be Prepared to Stay Until	10:00pm

Primary Duties

- Open up canteen and change rooms after Seniors/Reserves training (get key from Reserves Coach)
- Operate the canteen after training
- Clean up the canteen area
- Lock up the club rooms
- Return the key to Monash Sport

Notes

- This position should be filled by a Men's Reserves or Seniors player
- The cash register is mostly broken. The key is in the cupboard next to the stove. Turn the key clockwise to the 2nd last stop. If it fails to open, flick the emergency lever underneath the cash register at the back.
- On Tuesday's there are **FREE** sausage rolls and party pies available. This is to encourage players to stick around at the clubrooms after training and socialise.
- You can start to lock the canteen and change rooms up early if all the Seniors/Reserves players have left.
- If you fail to clean-up properly the club cannot award any CAPS points. If you don't clean up properly it means that a committee member must end up doing it for you.

Contact Information

Club President	0412 606 178 (Richard Huysmans)
Club Secretary	0402 113 822 (Michael Pogrebnoy)
Vice President (Men)	0423 359 019 (Trevor Lim)
Vice President (Women)	0403 968 598 (Jess Gibson)
Treasurer	0411 326 700 (Ken Kanagalinggam)
Canteen Manager	0404 466 412 (Konrad Steinmuller)

Timeline

<p>9:20pm</p>	<p>Get the key to the clubrooms from the Reserves Coach Unlock the change rooms. Prepare canteen for sales</p> <ul style="list-style-type: none"> • Open up Canteen Roller Door + Inner window • Open up the change rooms • Turn on TV • Bring out the sauces from the small fridge in the storeroom • Bring out serviettes <p>Wash your hands.</p>
<p>9:30pm</p>	<p>Let players know the canteen is open & that there are FREE party pies/sausage rolls Encourage players to purchase drinks</p>
<p>10:00pm</p>	<p>Start cleaning up IMPORTANT</p> <ul style="list-style-type: none"> • Wipe down benches • Wipe down microwave • Turn off Oven MUST DO! • Put sauces back into fridge • Put serviettes back into cupboard • Pick up rubbish inside and outside clubrooms • Lock internal windows • Lock the outer roller window • Turn off the TV • Put away the BBQ back into the storeroom <p>Place any Lost Property found in the clubrooms into the coffin containing the air-compressor.</p> <p>Double check all areas of the clubrooms are locked, and all club equipment has been put away (if any club equipment is left out, put it into the canteen)</p> <ul style="list-style-type: none"> • Cupboard in the Away change rooms • Locks to all the coffins in the home change room • The match day cupboard in the Home change room • Door from home change room to the social area • Canteen Roller Window, Canteen Internal Window, Canteen Door • Storeroom door • 4 external doors to the club rooms (social area, home change room, away change room, referee's room) <p>Return canteen keys back to Monash Sport</p>