



## Bar Operations

### **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 meet budget requirements.
- To provide support to the Football Director and General Committee members to ensure the efficient operation of the Club.

### **Responsibilities**

- Must hold a current Responsible Persons Badge. (The Club will assist acquiring one for the successful applicant)
- Provide bar services for all functions and events as required by the General Committee.
- Coordinate bar staffing for all bar operations.
- Ensure appropriate licences are held by Club and displayed as required.
- Manage the sale of liquor in accordance with the provisions of the Liquor Control Commission licence as held by the Club.
- To account for all purchases and sales of liquor.
- Ensure a sufficient supply of liquor is available to meet the needs of all Club members and visitors.
- Implement the Club Responsible Management of Alcohol policy.
- Assist other General Committee members in their duties as required.
- Undertake tasks at the request of the President, Football Director or General Committee.

### **Relationships**

- Reports to the General Committee.
- Liaises with the Football Director.
- Liaises with official Club suppliers & other key stakeholders.

### **Accountability**

- Accountable to the Football Director & General Committee.
- Provide a report on any aspect of the portfolio operations to the monthly Committee meeting.
- Seek ratification from the appropriate Committee member prior to committing the Club to any financial expenditure or action.