



BBQ Coordinator

Position Description

Reports to:

Vice President, committee

Purpose of the role:

We run a number of BBQs as major club fundraisers. The BBQ Coordinator takes the lead for internal (Aranda/Giralang) and external (Bunnings) BBQs. This could either be you running it or outsourcing to the wider club community.

NB: all purchases can be done or reimbursed by the committee. You will not be out-of-pocket!

Qualifications and Desirable Characteristics:

- Leads with food/drink discounts are helpful!

Duties and Responsibilities:

- Aranda/Giralang BBQs:
 - o Identify suitable weekends to host BBQs (normally when there's 3 or more games in one location, or in U8/9 crossover rounds)
 - o Purchase supplies as needed: sausages, bread, onions, sauce, drinks etc
 - o Promote the BBQ and develop a shift roster
 - o Check BBQs, gas bottles etc
- Bunnings BBQ:
 - o Engage with Bunnings Belconnen early (POC Verdelle Townsend)
 - o Compile indemnity and other paperwork
 - o Promote the BBQ and develop a shift roster
 - o Be the 'BBQ Captain': general POC, food safety compliance etc
 - o Purchase supplies: sausages (approx. 1000), bread, onions, sauce, drinks etc

Time Commitment:

- Aranda/Giralang BBQs:
 - o 2-3h lead up (admin, purchasing, rostering)
 - o Up to 5h on the day (depending on roster)
- Bunnings BBQ:
 - o 2-3h lead up (admin, purchasing, rostering)
 - o 7-8h on the day (depending on roster)