



## Position Description: Bar Manager

Last updated 1 December 2024

### Overview

The Bar Manager is responsible for managing the safe and efficient operation of the bar on game days. This role involves ensuring compliance with liquor licensing regulations, maintaining beverage and ice stock, and reporting on stock levels.

### Responsibilities

#### Bar Operations

- Manage a safe bar set up and pack down on game days.
- Ensure liquor licenses are displayed at the bar.
- Refer to and have a copy of the RSA (Responsible Service of Alcohol) register available.

#### Stock Management

- Manage and maintain game day beverage and ice stock.
- Count end-of-day stock and include it in the Game Day Manager's end-of-game day report.

### Skills and Requirements

- Have strong organizational and management skills.
- Be familiar with liquor licensing regulations and RSA requirements.
- Be able to work collaboratively with the Game Day Manager and volunteers.
- Experience in bar management or a related field.
- Attention to detail and ability to manage inventory.
- Strong communication skills.
- Ability to maintain a calm and professional demeanour in a busy environment.

**The Bar Manager is a paid position, with compensation provided per game day. The role reports to the Game Day Manager and duties are limited to game days only.**

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