



TEAM STORE ASSISTANT

DESCRIPTION

- The TEAM STORE ASSISTANT is responsible for supporting the operation of the Team Store during all Meets, Home and Away.

REQUIREMENTS

- Two (2) volunteers, one (1) per half Meet, are required for assisting in the operations of the Team Store at each Dual Meet, Home and Away.

DUTIES

- The TEAM STORE ASSISTANT helps the TEAM STORE MANAGER with an accurate inventory count prior to start of the Meet and at the end of the Meet for reconciling the remaining inventory to money collected.
- The TEAM STORE ASSISTANT is responsible for distributing Swimmer purchased items.
- The TEAM STORE ASSISTANT assists the TEAM STORE MANAGER with sales of merchandise at the Team Store (i.e.: Raffle Tickets, Divisional T-Shirts, Baseball Tickets, etc.) and record these sales accordingly.
- The TEAM STORE ASSISTANT will not be changed during a Dual Meet unless under exigent circumstances.

PRE-MEET

- The TEAM STORE ASSISTANT will arrive early to support the TEAM STORE MANAGER with Store setup and inventory of items for sale.

POST- MEET

- The TEAM STORE ASSISTANT will help with the take-down of the Team Store and with clean-up of the Team Store area.
- The TEAM STORE ASSISTANT helps the TEAM STORE MANAGER with an accurate inventory item count for reconciling the remaining inventory to money collected.