Updated 10/28/19

**Title:** **Concession Supervisor**

Supervisor/Evaluator: Superintendent or designee

Terms of Employment: As stipulated by the contractual agreement between the Rankin Association of Teachers and the Board of Education of Rankin School District #98

Job Tasks/Responsibilities:

* Interact positively and professionally with all
* Strive to positively impact the educational environment and education of our students
* Be knowledgeable of all applicable heath code and/or ISBE nutrition requirements and/or restrictions
* Coordinate, train, and supervise volunteer student and parent helpers
* Ensure proper and safe food handling techniques are routinely utilized by all
* Maintain safety for all
* Coordinate inventory and purchasing of food and beverages
* Determine menu and pricing
* Coordinate set up and take down of concession stand for each event
* Account for event sales and deposit with Bookkeeper
* All other duties as assigned considered as “other”