



PRINCE RUPERT MINOR HOCKEY ASSOCIATION

Canteen Duty FAQ

What is the post-dated cheque for?

A cheque post-dated to March 31, 2009, is required as a deposit to ensure all canteen shifts are completed. The cheque will be returned to you once all your required shifts are completed.

Why do I have to volunteer in the canteen?

The funds generated by the canteen (which is operated by PRMHA volunteers) help to keep registration fees low (lower than most BC hockey associations). Registration costs would be around \$500 per player without the canteen contributions.

How many shifts do I have to complete?

You are required to complete four (4) canteen shifts throughout the hockey season for each child you have registered in minor hockey.

How long are the canteen shifts?

Shifts are generally two hours and 45 minutes long.

I've never worked in the canteen before, what will I be expected to do and how will I know how to do it?

You will be required to cook (using the deep fryer, grill, toaster, microwave, etc.), serve drinks, make coffee, take orders and use the cash register, stock shelves and refill containers, clean grills and floor, etc. An experienced volunteer will be scheduled to work with you – please indicate on the schedule when you sign up that you are new to the canteen. The canteen committee will be conducting at least one training session at the beginning of the season which you can attend. Also, there are instructions in the canteen on how things operate and what is required to be done during a shift.

Where and how do I sign up?

A sign up sheet is posted regularly on the wall next to the display case near the scorekeepers/penalty box. Please print your name legibly in one of the unshaded blank boxes to ensure you receive credit for the shift. If your last name is different than your child's, please either use your child's last name or indicate that the shift is for that child. If you are bringing someone else in the canteen to do the shift with you, please put your child's last name in the box, not the name of the person who is coming with you or you may not receive credit for the shift.

Can I bring my spouse or a friend or family member to work a shift with me and complete two shifts at the same time?

Yes, you can bring another person (or more than one person if there are enough shifts available) to work with you and you will receive credit for as many people who are working for you. For instance, if there are four blank unshaded boxes for one time slot, you can enter your name in all four spots and you will have completed all your shifts for one player!! Just make sure you put your name in all four boxes so credit is given to the correct player.

Is there any way I can get out of doing the four shifts? If I am a coach or division manager do I still have to do my canteen shifts?

The only way to get out of doing your canteen shifts is if you volunteer to be on the canteen committee. Volunteering as a division manager or coach does not exclude you from completing any canteen shifts. The canteen committee always needs more volunteers (especially openers/closers – the more volunteers, the less often you will need to do it). Positions on the canteen committee include treasurer, scheduler, in-town shopper, openers/closers.

What happens if I sign up for a shift and then am unable to do the shift due to unexpected work issues or illness?

If you are unable to complete a shift, it is up to you to find a replacement. If you don't know anyone to ask, contact your division manager and he or she maybe able to give you the contact names and numbers of other parents in your division who will take your shifts. If you have made every attempt to find a replacement and are not able to, please contact one of the canteen committee members as soon as possible as the canteen may have to be shut down for that shift.

What happens if I don't complete all of my shifts?

If you do not complete all four canteen shifts, your post-dated cheque will be cashed. If the cheque is returned to PRMHA for insufficient funds or any other reason, you will be contacted to pay the amount of the cheque and any bank charges incurred as a result of the returned cheque. If payment is not made by the following season, you will not be able to register your child for hockey until payment is made.

What if I am scheduled to work with two other people and I show up but they don't?

Ask the people you are relieving if one or two can stay a bit longer (or for the whole shift) then call the canteen supervisor (phone number is on the bulletin board) and wait for directions. You will still receive credit for that shift.

For more information about the canteen committee, please contact Cathy Quane (paddy@citytel.net)