

## ***Officer of the Day (O.O.D.) Duties***

**Weekdays** - Shift begins at 5:30 and ends when EOD (Executive of the Day/Board Member) gives the OK to leave.

**Weekends** - First shift begins 1/2 hour before first game. Last shift ends when EOD gives the OK to leave.

1. Please sign in at the concession stand where your shift is.
2. There is a white board in each stand – please write your name and phone number for the concession personnel.
3. Check in with the EOD and concession stand personnel and help them restock for the evening. Check back in periodically to see if anything more is needed.
4. Be on trash patrol for your entire shift. If a can is full, empty it and put a new bag in. At the end of the evening empty all cans and put trash in the dumpster. Put new bags in all trash cans.
5. Check in with EOD and help out with anything needed throughout the shift.

