

**Huron High School
Athletic Booster Club Concessions
Lottery Guideline**

The concession schedule shows home events, dates, times and the approximate number of people needed to operate each event. The event ending times are estimated. Some events may end sooner and some may end later than estimated. Please inform your workers on the later shifts that they are required to stay if the event runs late.

The estimated worker hours overlap sometimes to cover what are usually busy times (e.g., half-times, lunch hours). The estimated times and hours should cover most of these busy periods. Scheduling fewer people only hurts those who show up and makes customers wait longer to be served: neither is good for the concessions program in the long run. However, if business is slow and you're overstaffed, the supervisor will need to send some of the volunteers home early.

Teams are assigned to tiers based on each team's attendance for the prior 12 months (on a rolling basis) at the regular Booster Club monthly meetings. Teams missing no more than 1 meeting are tier 1, teams missing 2 or 3 meetings are tier 2, and the rest are tier 3. As the teams are randomly drawn (starting with tier 1 teams) they may choose any of the remaining open concession dates. If a team decides not to choose an event it must pass (no transferring/trading of selections to another team is allowed) and another team is drawn. This process continues, by tiers, until all events are assigned. Teams that are not represented at the lottery meeting are not assigned to any concession events.

The team representative signing up for a concession event is responsible for scheduling all team volunteers and making sure at least 1 person per shift has attended concessions training for that school year. Once volunteers are scheduled you should call / email them 24 hours in advance to verify their assignments and times.

If you can't find enough volunteers, it is your responsibility to call the concession coordinator in advance. Not having the appropriate number of workers can significantly affect the amount an event can earn. That affects the total payout to all teams. Don't wait until the last minute to ask for help. We want the concessions to be an enjoyable event for all.