

# VOLUNTEER POSITIONS

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ALL POSITIONS ARE ASSISTED BY YOUR ADVISORS AND SOME ALSO BY THE CASINO STAFF

## GENERAL MANAGER / ALTERNATE GENERAL MANAGER - CASH CAGE

1. Ensures a sufficient number of volunteers for each day
2. Ensures signed cheques are available to pay expenses on the evening of the second day
3. Verify transactions including the opening and/or closing cash cage float of chips and cash, opening game chip counts, and banker shift change
4. Witness cashier/player transactions of more than \$200.00
5. May relieve the banker and chip runners during meals/breaks
6. Must be in the casino at all times

## BANKER

1. Controls the cash cage float of chips and cash
2. Witness cashier/player transactions of more than \$200.00
3. Generates fills/credits for cash/chip transfers through the 'CasinoTrack' computer system
4. Busiest during opening, volunteer shift changes, and closing of casino
5. Computer skills are very helpful

## CASHIER

1. Cashes in chips for players
2. Cashiers are responsible for their own floats
3. This position requires concentration and accuracy
4. Good manual dexterity is helpful

## CHIP RUNNER (a job title not a job description!)

1. A courier for chip orders (requests) from casino games
2. Operates a touch screen portable computer
3. This volunteer should be mobile and have a steady hand
4. This position is usually busy at opening and closing

## GENERAL MANAGER / ALTERNATE GENERAL MANAGER - COUNT ROOM

(This optional manager is allowed by the AGLC, can be one of the (minimum) six required in the count room, and is strongly recommended!)

1. Ensures a sufficient number of volunteers are present for the count
2. Open drop boxes and/or help sort cash
3. On day 1 - Verify cash transactions including signing of the count room cash to the safe
4. On day 2 - Verify cash transactions including the return of the float and transfer of the balance to the casino operator

## COUNT ROOM SUPERVISOR

1. Records cash counts through the 'CasinoTrack' computer system
2. Good computer skills are helpful
3. Not required to handle cash

## COUNT ROOM STAFF

1. Sorts, counts, records, verifies and amalgamates cash from the drop boxes from the games
2. Recorder assists count room supervisor, computer skills are helpful