

Responsibilities of Casino Volunteers

General Manager/Alternate General Manager

- For guidelines, refer to Terms & Conditions booklet as per AGLC.
- General Manager or Alternate must be present in the Casino at all times.
- Responsible for all areas of the casino (gaming floor, security, cash cage and count room)
- Must ensure that there are a sufficient number of volunteers in the casino and that each volunteer works only one position throughout the two day event.
- Ensures that cheques are signed at the end of the second day to meet expenses.
- The General Manager will be able to operate the Casino Track computer system, training will be provided by the advisor.

Banker:

- The banker controls chip and cash floats in the cash cage.
- Responsible for documentation of all cash and chip transfers from the main float. This documentation is recorded in the Casino Track computer system.
- The banker will operate the Casino Track computer system, training will be provided by the Advisor during the event.

Cashiers:

- Cashiers are responsible for cashing out players chips for cash.
- Should be comfortable handling cash.

Chip Runners:

- All chips are now tracked by the Casino Track System. Chip runners will operate a hand held computer that is utilized in tracking all chip transactions.

Count Room Supervisor:

- With the assistance of the count room Advisor, the count room supervisor maintains records of all cash and chip counts performed by the count room staff. The supervisor does not actually handle cash or chips.
- Is required to input information in the Casino Track computer system.

Count Room Staff:

- **Recorder:** Assists the Count Room Supervisor record information into the Casino Track Computer System
- **Amalgamator:** Amalgamates all the cash from the boxes retrieved from each of the table games, should be comfortable handling cash.
- **Counter:** Counts cash by running through a currency counting machine.
- **Opener/Sorter:** Opens the drop boxes and sorts cash.
- **Sorter:** Sorts cash from the drop boxes.

Please be aware that you need not have any experience in any of these positions as your hired advisors will be more than happy to give you exact instructions.