

JROTC Instructions for Baseball Concession Stand and Gate

BASEBALL CONCESSIONS

SETUP

If working the first shift – will be there an hour before the game starts.

(Cadets will help with all of this setup. They do most of it, but adults make sure it's all done.)

1. Make sure soda machine is on.
2. Make coffee.
3. Make sure hot chocolate water dispenser is full of water and cut it on.
4. Make popcorn and put it in bags and leave the bags in the popcorn machine. Make two packets to start.
5. Start a Sterno and put it in back of the food warmer.
6. Pull out any saved liquid cheese and any saved pork and put the bags in crock pots to heat. Use crock pot bags for these. Do this only if the date on the bags is less than 5 days old for meat. If there's no saved nacho cheese, open a new can and put it in a crock pot that you've lined with a crock pot bag. If there's no pork, pull from one of the freezers and put in the refrigerator to thaw for next time concession is open.
7. Fill other two crock pots with a bag, a small amount of Dale's sauce in refrigerator, and water. These will be used to keep hamburger and hot dog meat in until the food warmer gets low.

Hamburgers, Cheeseburgers, and Hot Dogs:

- a. LTC or 1SG will cook the hamburgers and hot dogs on the grill.
 - b. Double-check there's enough hamburger and hot dog buns in the Tupperware bins. If not, go to freezer in back side room and pull out hamburger and hot dog buns to thaw.
 - c. Double-check there's enough hamburgers and hot dogs in the refrigerator. If not, pull from the freezer in the back side room and put in the white refrigerator in the concession stand.
 - d. When hamburgers or hot dogs come in from the grill, have the cadets put them on buns, adding cheese for cheeseburgers, and wrap them in foil and put in the food warmer.
 - e. Keep about 5 hamburgers and 5 cheeseburgers in the food warmer. When get down to 2, make some more from the meat in the crock pot. Keep about 10 hot dogs in the food warmer and make more when they get down to about 4.
 - f. Barbecue sandwiches are made from pork in the crock pot, if we have pork that night. Can make about 3 of those and put in the warmer, but we try to make them fresh when not busy so that we don't waste any food.
8. Stock soda area with cups and straws.
 9. Put condiments – sugar, Splenda, powdered creamer, liquid creamer from refrigerator, ketchup, mustard, pickles, mayo packets in a small plastic container, relish, and napkins – on the ledge outside the windows.
 10. Put pickles and jalapenos on the counter next to the stainless steel sinks.
 11. Pull some candy from the coke refrigerator and put it on the shelves above the coke machine.
 12. Open outside roll-down windows.
 13. Put money from bags in money holders (adults only)
 14. When ready to start serving, open inside windows

NOTE: Be aware that you may have to search through cabinets, freezers, refrigerators, etc., to find supplies. Don't be timid about looking for what's needed.

During the shift

Adults handle the money and take the orders at the windows

The cadets get the items and deliver to the windows

Make sure to find out if it's a 5-inning game or a 7-inning game. When in the second to last inning, i.e., bottom of the 4th or bottom of the 6th, send a cadet up to the press box to announce food half off. The food that is allowed to be sold half off, if there is any left, is hamburgers, cheeseburgers, hot dogs, barbecue, Zaxby's, and popcorn.

CLEANUP

1. Cut soda machine off with key on right side of machine. Then clean soda machine.
2. Cut off coffee pot and clean coffee pot.
3. Empty water from water heater utilized for hot chocolate.
4. Restock coke fridge with drinks.
5. Get condiments off ledge outside and put them in the white refrigerator in the concession stand. Put menus and napkins on the window ledge inside. Put dry sugar and creamer over by the coffee makers.
6. Put pickles and jalapenos in the white refrigerator in concession stand.
7. Put candy in the coke refrigerator.
8. Go to freezer in back side room and pull out hamburger and hot dog buns and restock the Tupperware bins near the white refrigerator in the concession stand, if needed. (Buns may be in white frig freezer in concession stand.)
9. Pull hamburgers and hot dogs from the freezer in the back side room and put in the white refrigerator in the concession stand, if needed.
10. Clean popcorn machine thoroughly. The bottom grate lifts out, and there's a draw underneath that pulls out. Clean under the grate and clean the drawer when cleaning the machine.
11. Clean food warmer out. (Check with LTC Nathan or 1SG Jones or Sgt. Spears to see what to do with leftover food. TRY HARD to sell it first, though. What doesn't sell will be given to baseball players.)
12. Cut off Sterno in back of food warmer and remove it and put the top on it.
13. Save any crock pot cheese and any crock pot pork by tying bags and putting in the white refrigerator in the concession stand.
14. Take any hamburger or hot dog meats in crock pots and put in plastic ziplock bags and store in white refrigerator in the concession stand. Write date on the bags.
15. Clean all crock pots out and wash the crock pots.
16. Clean all utensils and/or containers utilized.
17. Check to see if need more pork for next game. If so, pull it from back freezer in side room, either big freezer or freezer above refrigerator or freezer in white refrigerator in concession room. Put the pork in the refrigerator to thaw.
18. Sweep floor.
19. Wipe down all counters.
20. Open ice machine and scoop ice away from the back left corner, as it piles up there and will cover the sensor. If the sensor is covered, it will stop making ice. Clearing that area out will allow it to continue to make ice that evening for the next game.
21. Close outside roll-down windows and then close inside windows.
22. (Adults only) Count the money and fill out the money sheet. Put money back in money bags for baseball to pick up. Don't leave until they have come in for this. (Instructions for gate bag are in the money box in concession stand – Need ticket stubs to be in bag with money and the roll of tickets when gate closes.)
23. Empty Trash
24. Cut off lights and lock door when leaving. The light switch to cut off concession lights is in the room next to concessions on the coffee maker side of concessions. (This is the entrance to the press box). Walk outside, to the other door, and turn off the 3rd light switch from the door. Then go back and cut off the lights in the back room near concession entrance and then lock the door.

BASEBALL GATE

All shifts

Adults handle the money and take the orders at the gate (which is a table before you get to the concession stand near the baseball field)

If a cadet helps, they may only give out tickets. (Cadets may NEVER handle money)

1. Put out table and two chairs down near the outfield.
2. Take money bag and put money in money box.
3. Follow instructions in money box for selling tickets. (Freshman and JV games, charge is \$4 to get in. Varsity games, charge is \$5 to get in. Sparkman students get in for no charge, and they should have an ID to show. Players and umpires are not charged, either, and discretion may be used as to whether to charge a young child who would not really understand what is happening)
4. Bring table, chairs, and money back to concession stand when done.
5. Count the money and fill out the money sheet. This should be done with two adults, and two adults must sign the sheet.