



Merchandise Manager

Objectives

- To ensure Melville Junior Football Club have a range of reasonably priced clothing and merchandise for members and supporters that reflect the correct club logo and professionalism.
- To manage the efficient sales of the clubs clothing and merchandise.

Responsibilities

- At the start of the season have a suitable range of clothing and merchandise for sale.
- Ensure clothing and merchandise stocks are maintained, especially for start of the season sales.
- Arrange selling times for clothing and merchandise, including Registration and Training days for each team.
- Communicate with Team Manager's advising them as to what clothing and merchandise is available and when it can be purchased.
- Communicate with suppliers of the clothing and merchandise, compare prices and obtain best pricing options for the club.
- Present quotes and pricing to MJFC Committee to set selling price.

Relationships

- Report to MJFC Committee.
- Liase with current suppliers.
- Liase with Team Managers and Canteen Manager.

Accountability

- Accountable to the MJFC Committee.
- Report monthly to the MJFC Committee on sales and stock management.
- Seek approval before any financial expenditure or action.

Melville Junior Football Club

- Through the Canteen Manager arrange for a display and sale of clothing and merchandise throughout the season when Canteen open.