

## Position Description

POSITION TITLE	Chief Steward
COMPETITION	Royal Queensland Beer Awards
REPORTS TO	Event Coordinator
DIRECT REPORTS	Steward Captains, Stewards

## Position Purpose

The Chief Steward is responsible for managing all Stewards to conduct the smooth management and execution of back of house operations during deliveries and judging for the Royal Queensland Beer Awards.

Volunteer stewards play a vital role in the Royal Queensland Beer Awards by aiding judges throughout the judging process and liaising with the competitions team through the Chief Steward to maintain entry anonymity and competition integrity. Stewards must demonstrate understanding of the significance of handling and serving, treating all exhibits as potential medal winners, so they are judged consistently and objectively.

## Key Responsibilities

- Provide advice to the Event Coordinator on class transfers of entries where required
- Ensuring back of house set up is completed prior to judging commences
- Ensuring all stewards maintain a clean and tidy environment reducing possibility of slips, trips and falls
- Ensuring all stewards maintain competition integrity, including the anonymity and confidentiality of exhibits
- Regularly monitoring serving and storage temperature
- Ensuring consistency of product serving across all panels
- Taking note of gold medal exhibits, directing stewards to put into the gold medal fridge or cold room
- Monitoring steward and judge movements, ensuring no judges go into back-of-house areas
- Communicate clearly and respectfully with judges stewards and RNA personnel
- Hold a current Responsible Service of Alcohol
- Be physically capable of lifting a 50kg keg with the assistance of a keg trolley
- Have knowledge and understanding of the beer industry
- Complete the RNA Induction Course prior to commencement of duties
- Adhere to the reporting structure at the Royal Queensland Beer Awards

## Selection Criteria

- Must be available on all days of beer deliveries and competition judging
- Preference given to those who have been a Steward at the Royal Queensland Beer Awards and other beer competitions, who have shown an interest in back-of-house leadership
- Preference given to professionals working in the hospitality and beer related industries

### Standard Responsibilities and Accountabilities:

- Achieve and maintain high professional standards for the benefit of the RNA, it's clients and patrons
- Protect the RNA's property
- Carry out such other duties as are incidental to the proper performance of your duties or that the RNA may reasonably require based on the operational requirements of the Business

## Benefits

- 18 individual beers selected by RNA personnel to take home at the completion of competition
- Exposure to varying beer styles from across Australia
- Networking opportunities within the beer industry
- T-shirt provided at Deliveries to wear during competition
- Entry to the Royal Queensland Show, including access to the Judges & Stewards Bar

## Key Relationships

Event Coordinator	
Chairperson of Judges	Chief Steward
Panel Chair	Steward Captain
Judge	Steward
Associate Judge	

## Progression Statement

Status	Name	Date	Signature
Created By	Alya Palmer	October 2024	
Senior Manager Approval	Ari McCamley	October 2024	