



THRIFT STORE

POSITION DESCRIPTION

POSITION TITLE: Wise Buys Retail Associate Volunteer

RESPONSIBLE TO: Wise Buys Store Manager

SALARY RANGE: Not a paid position

EXPECTATIONS AND COMMITMENT:

- Shifts consist of 4 hours each: 9:45-1:30 & 1:30-5:30.
- We ask that volunteers commit to 4 months minimum.
- Ability to work independently and adapt easily to change.
- Ability to communicate with clarity, both written and verbal.
- Friendly customer service skills.
- Must be able make decisions independently about donated items.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Sort, organize, hang, price and display donations.
- Dust and clean the store.
- Be a presence at the front desk. Inform customers about the store supporting Lydia Place programs.
- Run the cash register and credit card machine for customer purchases.

SKILLS AND ABILITIES:

- Friendly, helpful customer service skills.
- Attention to detail and highly organized.
- Ability to work independently and make proactive decisions.
- Ability to take direction and comply with policies and procedures.
- Ability to stand for 4 hours.
- Ability to communicate with clarity.
- Commitment to the profitability and success of the store.
- Embrace diversity in the work place.
- Support Lydia Place mission.

BENEFITS:

- Meet a variety of people and make new friends.
- Be the first to see new merchandise.
- Feel good knowing your efforts support Lydia Place programs.