GENERAL DESCRIPTION

Reports to: Thrift store staff Supervised by: Volunteer Team

Our Thrift Volunteers assist Thrift Staff in the day to day running of our thrift store which is a primary source of funding for the HSNCF mission. Thrift Volunteers allow us to keep merchandise on the shelves and keep our thrift store neat and clean. A constant flow of new merchandise to the floor is important to generate the funds needed for NCFHS.

This position works closely with other Thrift Store Volunteers, Thrift Staff as well as the Volunteer Team.

SCHEDULE

As the volunteer’s schedule allows. Directions for how to sign up for shifts are given during orientation. We recommend at least one shift a month to not forget protocols and procedures. If a volunteer is interested in a set weekly schedule, one can be set up.

TRAINING REQUIRED

Must go through an info session and a Thrift Store Orientation conducted by the Volunteer Team to become a Thrift Store Volunteer. After this, on-the-job training and daily procedures are reviewed. Volunteers may be trained to work in specific incoming departments should the need arise.

RESPONSIBILITIES AND DUTIES

- You play a huge role in keeping our Thrift Store running and thereby raising funds for HSNCF. Thank you for getting involved! 🙌
- Stock priced items on the shelves/racks/display cases on the floor.
- Clean, organize and declutter the displays on the floor.
- General cleaning of the main thrift store as well as back rooms.
- Hang clothes and organize hangers.
- Assist cashier with bagging purchased items.
- Other tasks may be assigned depending on ability and comfort.
- Provide exceptional customer service during our business hours; help customers locate items in the store!

QUALIFICATIONS AND EXPERIENCE

- Must have a customer service personality.

PHYSICAL REQUIREMENTS AND WORKING CONDITIONS
● Must be in good health. Any allergic condition that would be aggravated from exposure or through contact with animals or chemicals used to sanitize facilities, vehicles or equipment, is a disqualification. This position has little to no direct contact with animals.
● Must be willing and able to perform all duties including cleaning listed above.