



Objective	Provide support to the Vintage Values Boutique by providing excellent customer service to shoppers, staff and clients; by merchandizing store front to maintain organized appearance; and working point of sale system to complete transactions.
Key Responsibilities	<ul style="list-style-type: none"> • To provide excellent customer service to shoppers, clients, donors and staff. • Actively work with items, including processing, stocking, replenishing, folding, hanging, displaying and merchandising per guidelines, to maximize selling opportunities. • Complete transactions on the Point of Sale system, issue receipts and pack merchandise. • Receive, open and inspect merchandise and create label for merchandise and attach.
Reports To	<ul style="list-style-type: none"> • Vintage Values Supervisor
Qualifications	<ul style="list-style-type: none"> • Commitment to the vision, mission, and goals of WRMCSN. • Basic knowledge of WRMCSN as a faith-based, nonprofit organization. • Ability to work as a team to achieve the success of the Vintage Values Boutique. • Excellent written, verbal and organizational skills. • Basic merchandizing skills • Ability to lift 20lb • Computer literate
Length of Commitment	VVB Retail Volunteer shall serve for at least a 6 -month term
Time Commitment	<ul style="list-style-type: none"> • Weekly commitment of 4 hours.

I understand the responsibilities and qualifications of this position, and agree to fulfill them to the best of my ability and that I will receive support and appreciation from WRMCSN staff.

Volunteer name (Please print)

Volunteer Signature

Date

WRMCSN Staff Partner (Please print)

WRMCSN Staff Partner Signature

Date