

Ministry Area: Hope's Closet Thrift

Reports to: General Manager / Store Manager/
Assistant Manager

Ministry Area Purpose: Our Mission is to Glorify God by providing affordable donated and new merchandise in a dignified retail setting that allows us to disciple people, fund community transformation programs and support our ministry partners.

Apprentice Responsibilities:

- Minister of the Gospel.
- Meet with ministry area direct report weekly.
- Assist in the recruitment, onboarding, and coordination of serve staff.
- Assist with scheduling of serve staff and communicating schedule to store management.
- Assist with new inventory receiving and processing.
- Drive sales by providing excellent customer service and maintain Hope's Closet's merchandising standards.
- Drive sales by executing daily operations of inventory and providing excellent customer service to our donors and customers.
- Assist with Serve Staff appreciation.
- Assist management in managing projects for the store.

Helpful Competencies, Skills, and Experience:

- Ability to maintain confidentiality
- Knowledge of Microsoft Office Products
- Great verbal, written and nonverbal communication

Measurements of Success:

- Continually grow in relationship with Jesus.
- Modeling of the Church of Eleven22's Code of Conduct
- Living above reproach at all times; as a Disciple of Jesus Christ.
- Ability to work in fast-paced work environment while being intentional with building Relationships.
- Possess strong organizational, planning and problem solving skills.