

Title: Thrive Retail Store Manager Full or Part Time.

Summary Statement:

Love INC of the Black Hills has started a new ministry called THRIVE. THRIVE is an outdoor adventure gear retail store that is a place for area youth to learn life and employment skills in a safe and positive environment. THRIVE is hiring a retail manager to oversee the daily operations of the THRIVE retail store. The position can be full or part time.

THRIVE Vision: To see youth discover the joys of productivity in a safe, supportive environment where they can know their value, purpose and place in Christ and our community.

THRIVE mission: To mobilize local churches in transforming the lives of youth through training and mentoring in a work environment.

Roles and Responsibilities:

DIRECTION SETTING: PROVIDE DIRECTION AND LEADERSHIP FOR THRIVE.

- o Personal: exhibit spiritual maturity, integrity, humility and a commitment to personal transformation in Christ.
- o Vision: provide spiritual leadership and support the vision of THRIVE.
- o Leadership: represent and grow THRIVE in the community.

LEADERSHIP DEVELOPMENT: EFFECTIVELY IDENTIFY, DIRECT AND DEVELOP VOLUNTEERS WHO CARRY OUT THE WORK OF THE MINISTRY.

- o Volunteer Relations: oversee orientation, support, training, evaluation and appreciation for THRIVE volunteers. Empower Christian volunteers to fulfill their calling of service in meaningful ways, including building and empowering leadership.

STEWARDSHIP: OVERSEE PROPER ADMINISTRATION OF ALL DETAILS RELATED TO THE MINISTRY.

- o Ministry excellence:
 - Oversee the development, delivery, and quality of all programs, services, and initiatives.
 - Maintain a good working attitude and environment in the store.

Qualifications and Experience:

- Must have an active and vibrant Christian faith focused on growing in relationship with Jesus Christ. Agreement with the Apostles' Creed.
- Compassion for poor and hurting people.
- Agreement with Love INC's philosophy of empowering people articulated well in the book When Helping Hurts, "Poverty alleviation is the ministry of reconciliation: moving people closer to glorifying God by living in right relationship with God, with self, with others and with the rest of creation ... so that people can fulfill their callings of glorifying God by working and supporting themselves and their families with the fruit of that work."

- Current driver's license.
- Must pass a thorough background check.

Skills and Abilities

- Retail management and supervision (bookkeeping procedures).
- Relational skills to listen, empathize and accept others in a non-judgmental manner and create a safe environment in which they can express varied personal beliefs.
- Desire to influence and teach others.
- Must be a strong team player and able to work with a variety of people, but also possess the ability to work independently and take initiative.
- Excellent verbal and written communication and interpersonal skills.
- Must be able to handle multiple priorities effectively and under pressure.
- Requires computer skills including working with MS Office.
- Reliable, dependable and punctual.
- Flexible work hours: THRIVE retail will be open on Saturdays and on some evenings.

Scheduling of trainings and meetings with volunteers may require times other than normal business hours.

- Collaborate well with the Program Director in developing the vision and direction of THRIVE.
- Knowledge of outdoor adventure gear and its uses.
- Mechanical ability and use of hand tools is helpful but not required.
- Possesses a passion to empower young people and help them reach their goals.

Thrive retail duties

- Maintain operations by initiating, coordinating, and enforcing program, operational, and personnel policies and procedures.
- Teach the THRIVE life skills program in a seamless manner to the THRIVE youth participants.
- Rotate and coordinate the sales floor as the seasons change.
- Oversee the donation section of THRIVE. Help keep order and organize donations as they arrive.
- Teach volunteers how to work with customers in selection and purchase of adventure gear.
- Maintain order in the service shop area.
- Formulate pricing policies by reviewing merchandising activities; determining additional needed sales promotion; authorizing clearance sales; studying trends.
- Coordinate THRIVE special events and sales.
- Maintain outstanding store condition and visual merchandising standards.
- Ensure high levels of customer's satisfaction through excellent service.

Accountability: Reports to THRIVE program director.

Review: An evaluation by the Love INC Executive Director will occur at least annually.

Please email a resume and cover letter to dan@thrivebh.org

Visit www.thrivebh.org or <https://www.facebook.com/loveinc.blackhills.thrive/>
To learn more about THRIVE