 3029 SE 21st Avenue

Portland, OR 97202

(503) 674-2642

hiring@peoples.coop

http://peoples.coop

Dear Applicant,

Welcome to the Applicant Packet for the position of Marketing & Member Services Manager.  We appreciate your interest and the time it takes to carefully complete this application.

It is important to note that working at People’s requires the wearing of multiple hats. Each position has more than one job description. Our **Marketing and Member Services Manager** promotes and represents People’s Food Co-op in Portland and the surrounding region; assists in supporting and communicating the People’s brand in the store and in the community; serves and engages the Member-Ownership and the larger People’s community; supports the co-op in meeting sales and Membership goals, and fosters diverse community gatherings that link People’s to a wider community.

Our **Storekeepers** are the heart of everything we do here. Every co-manager is required to work on the floor as a cashier or customer activist. Job descriptions are provided in this packet as well to round out your understanding of what will be required for the available position.

Each of these positions also includes in-store **co-management as a member of our worker collective**. As a collective, we manage our Co-op prudently as a service to People’s Member-Owners, in line with the goals established by their elected stewards, the Board of Directors.  Co-management takes love, intention and responsibility.  Making a commitment to People’s Co-management requires hard-work, dedication, high yet reasonable expectations, bravery, compassion, and flexibility and a desire to grow.

The position currently being offered is **36-40 hours per week**.  Our compensation package includes: **$12.58/hr to start plus a fabulous benefits package.**  This benefits package includes: an empowered work environment, a 19% discount on purchases at the co-op, Medical, Dental and Vision Insurance (including access to Naturopathic Doctors & Acupuncturists), a Staff Benefits Exchange Program (reduced rate services from participating massage therapists & bike mechanics), paid personal time off, and annual raises.

**You must submit a completed application in order to be considered for this position. Applications are due by 10p on Tuesday, September 1, 2015 by 10p.**

We will be reviewing applications and conducting interviews following the application deadline. We will make an initial round of phone interviews to selected applicants, and following this the Hiring Committee will conduct face-to-face interviews with selected applicants.

We generally receive a large number of applications when we have openings and are therefore unable to contact each applicant personally to follow up. We will, however, make a strong effort to make personal contact by phone with those who have been interviewed once we have reached a decision. Thank you again!

Sincerely,

Padrice Stewart,

Personnel Manager

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Application for Employment

NOTE:  The **Marketing and Membership Manager** position has multiple job descriptions, including that of **Storekeeper** and **Co-Manager**.  Please review these prior to applying for the position(s).  Copies of the job descriptions are available in this application packet and at the store. Thanks!  
  
Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
  
Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Zip:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home Phone #  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Other # to reach you: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
  
Email:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

For each of the following questions, please circle the appropriate answer and provide details on a separate sheet, using the corresponding question number to distinguish. Feel free to attach an résumé in addition, noting that we only consider résumés with completed applications.    
  
**Section 1**: **Customer Service**

1. Have you had experience as a cashier?  
 Yes     No        If yes, please describe.

2. Have you had experience providing customer service?  
 Yes     No        If yes, please describe.  
  
Please be sure to answer the following in your reply to question 2:  
How would you describe good customer service and how would you provide it?    
  
3. Have you had experience working as paid staff or as a volunteer at a natural foods grocery, or in the fields of natural foods, nutrition, or sustainable agriculture?  
 Yes     No        If yes, please describe.  
  
4. Have you had experience working as paid staff or as a volunteer at a cooperative?  
 Yes     No        If yes, please describe.  
  
5. Have you had experience working as part of a collective and/or using consensus decision making in a work environment?  
 Yes     No        If yes, please describe.  
  
6. Have you had experience working as a supervisor or trainer?

Yes     No        If yes, please describe.  
  
  
**Section 2**: **Marketing and Merchandising**

1. What is your experience with copy writing, editing, and coordinating the creative direction of publications/promotions? (Print and on-line--Please include samples if you have them.)
2. Please describe how you would create and coordinate a marketing campaign for People's.
3. How do you envision People's doing outreach and education in our communities?
4. People's has a diverse clientele, but some of our blind spots persist because the people who fill out our surveys generally seem to identify as educated, white and middle class. How would you work toward making the store and the organization more welcoming from the Marketing purview?
5. Have you had experience interacting with the media an/or engaging in public relations?  If yes, please describe.
6. How would you describe the People’s brand experience?
7. What do you think sets People's apart from other stores?
8. Please list your fluency and experience with digital design programs, website maintenance and social media. Please list operating systems, specific programs/software/apps, and your level of use.
9. If you have a portfolio that showcases your creative skills; writing samples or promotional materials you have created, please attach a URL or print copies.  DO NOT SEND ORIGINAL WORK.  Portfolios cannot be returned.

**Section 3**: **Event Coordination and Community Relations**

1. Please describe your experience with event planning, coordination and management. If you have experience with planning events for the purpose of community building, please be sure to include these as examples.
2. How would you create welcoming events?
3. Have you had experience working with farms, farmers, and/or farmers’ markets? If yes, please describe.

**Section 4: Budgets and Administrative**

1. What is your experience creating and managing budgets?  (Please include size of budgets managed).
2. What is your experience with writing reports?
3. What level of proficiency do you have with the Microsoft office suite?  Do you have experience with project management? If yes, please describe.
4. Do have experience with creating and implementing department goals, plans, and strategies?  If yes, please describe.

**Section 5: Availability**

1. What is your anticipated schedule for the next year?  Can you work evenings (until 11pm) and weekends?  What are the things in your life that define your scheduling needs?
2. What are your long-term goals and how will this job support them?
3. What else do we need to know?  What would you like to share with us?

**Employment History**  
Please note any employment - past or present- that you think would be helpful in the consideration of your application.  Feel free to submit a resume to supplement, but **please complete this section** as well.  
  
**Employer #1** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Dates of employment\_\_\_\_\_\_\_\_\_\_\_

Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Supervisor\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

May we contact this person? Yes No Phone\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position(s) Held and Duties: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
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**Employer #2** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Dates of employment\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Supervisor\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

May we contact this person? Yes No Phone\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position(s) Held and Duties: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
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**Employer #3** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Dates of employment\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Supervisor\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

May we contact this person? Yes No Phone\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position(s) Held and Duties: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
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Professional References:  
1)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Relationship: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone#: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Relationship: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone#: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Phone#: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Other Important Educational Experiences: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
  
Please add or attach whatever additional information you think is relevant.  People's is an equal opportunity employer and will not discriminate on the bases of race, religion, color, sex (including pregnancy and gender identity), sexual orientation, parental status, national origin, age, disability, family medical history or genetic information, political affiliation, military service or any other characteristic irrelevant to the good execution of this position.  
  
People's expects the information provided above to be accurate to the best of your knowledge.

Optional:  Help us get the word out about our positions better:  How did you hear about this job?   
Classified ad (publication)          Word of mouth                  Poster at co-op     
Poster elsewhere           our web site              craigslist              other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**CO-MANAGER JOB DESCRIPTION**

**Purpose:** To further People’s Mission (Ends Statements) and the Cooperative Principles, while democratically managing the overall operations of the co-op within the constraints (Limitations Polices) set forth by the Board of Directors on behalf of the Member-Ownership.

**Status:** Reports to Board, via the CM link; Works an average of 2-5 hours per week in addition to department hours;

Combined hours must equal a minimum of 28 regularly scheduled hours.

**Responsibilities:**

1. GENERAL CO-MANAGEMENT as a member of the COLLECTIVE MANAGEMENT
   1. Support and work to further the Co-op’s Mission (Ends Statements), as well as the goals, and objectives of the co-op in alignment with the values & needs of the Member-Ownership.
   2. Work within the parameters (Limitations Policies) set forth by the Board of Directors.
   3. Support agreements of the Collective Management (CM), and other co-op policies; Utilize current avenues to reassess and propose changes or modifications to policies, procedures, and proposals as needed.
   4. Practice self-empowerment as a Co-manager through participation in the collective process, seeking out educational opportunities, and proactively working to improve the co-op.
   5. Cultivate personal awareness and an adequate understanding of current issues before the Collective Management, especially those issues within the Collective Management’s jurisdiction.
   6. Understand and actively engage/participate in collective management and the collective decision-making processes (i.e. meetings, log proposals, adhoc committees).
   7. Cultivate personal awareness of the history, trends and best practices of co-ops, collective management structures, & the natural foods industry.
   8. Attend to the state of the co-op, store, and the Collective Management by actively working toward improvement.
   9. Perform tasks conveyed by Board and/or Collective Management.
   10. Keep community spaces clean and usable.
   11. Regularly meet expectations of your job descriptions.
2. STRATEGIC PLANNING & FINANCES
   1. Participate in and inform the annual and long-range planning & budgeting processes at the CM, team, and committee levels, as appropriate.
   2. Work to understand the co-op’s key financial indicators and how to monitor and positively affect them; Acts responsively to maintain short and long-range financial vitality.
   3. Participate in assessing proposed plans for any significant future development in alignment with the co-op’s Ends and “Good Growth Criteria.”
3. MEETING ATTENDANCE & PARTICIPATION
   1. Prepare for and participate in Collective Management (CM) meetings; attend at least 3/4 of all CM meetings.
   2. Seek out ways to participate in and support meetings (i.e. set up/break down, officer roles, problem solving).
   3. Prepare for and participate in the annual Collective Management Confluence (Retreat).
   4. Prepare for and participate in meetings of the teams and committees you are seated on.
   5. Attend at least one Board of Directors meeting per year.
   6. Attend at least one meeting per year for a team that you are not seated on.
4. COMMUNICATION
   1. Provide respectful and direct feedback to others as needed.
   2. Listen openly and share opinions respectfully.
   3. Check email, voicemail and your individual mailbox regularly; read the Co-Manager’s log as needed; Meet communications requirements as outlined in the handbook.
   4. Use all relevant communications systems to convey pertinent information.
   5. Communicate with other departments, teams, and committees as needed, attending meetings as necessary.
   6. Respond to owner and customer inquiries related to your job description/s in a timely manner.
   7. Set and communicate clear and reasonable boundaries.
   8. Respect the clear and reasonable boundaries of others.
5. ATTENDANCE AND SCHEDULE
   1. Arrive on time to all scheduled shifts; Comply with scheduling and vacations policies as specified in handbook*.*
   2. Schedule and attend regular office hours, if applicable; attend the majority of office hours on site.
   3. Work a minimum of 1 floor shift per week with the exception of where it would inhibit fulfilling other job responsibilities; Staff the store as needed in accordance with scheduling policy; Work during special events as needed.
   4. Participate in at least 2 inventory counts and/or deep cleaning events per year. Work to schedule shifts to accommodate this requirement.
   5. Attend/participate in special events and trainings as needed.



MARKETING & MEMBER SERVICES MANAGER

**Purpose:** To promote People’s Food Co-op in the community, to support the People’s brand in the store and beyond, serve and welcome the member-owners and the larger People’s community, and support the co-op in meeting sales and membership goals.

**Status:** Reports to Board, via Collective, via Coordinating Team

Works with Physical Plant Team

28 - 30 hours/week plus floor shifts

**Responsibilities:**

1. MARKETING & ADVERTISING
   1. Participate in the development of marketing strategy as part of annual business planwith the Design Manager and others.
   2. Coordinate development of appropriate advertising strategies for store with Design Manager.
   3. Oversee development and maintenance of co-op's web site and oversee e-mail.
   4. Develop and maintain consistent in-store and out-of-store image.
2. MEMBER SERVICES
   1. Serve as an accountable point person to member-owners regarding their PeopleShare investment.
   2. Develop and maintain membership material content.
   3. Coordinate periodic equity drives.
   4. Coordinate production, editing and mailing of newsletter.
   5. Develop and maintain New Member Packets.
   6. Publicize and lead monthly People’s 101 slideshows and chats.
   7. Produce other publications/communications for membership and promotions as needed: email updates, special flyers, fact sheets, nutrition information, recipes, etc.
   8. Coordinate annual membership party with other staff to promote member participation: arrange for publicity, food, and childcare.
   9. Oversee board elections, CCT elections, and the election of an elections committee
3. COMMUNITY RELATIONS
   1. Coordinate co-op-sponsored events: With appropriate staff, develop concept and goals, develop budget and schedule, request member-workers and paid staff as needed, arrange for publicity and media coverage, and arrange for set-up and clean-up.
   2. Coordinate co-op participation in community events. Find member-workers to staff co-op tables and booths as needed.
   3. Coordinate co-op's participation in advocating public policies favorable to sustainable agriculture, food safety, and other goals consistent with the co-op's purpose.
   4. Administer donations program and the People’s Cooperative Community Trust.
   5. Administer the supporting business program: recruit participants, publicize to membership, and develop publicity materials for partners to use at their businesses, update website.
4. PERSONNEL
   1. Coordinate quarterly “People’s Brand” trainings for new staff and subs (and interested old staff!) with the Design Manager.
   2. Participate in hiring committees for member-worker coordinator and Design Manager positions.
   3. Participate in performance evaluations.
   4. Participate in disciplinary action as needed following established policies.
   5. Organize meetings with member-worker coordinator and member-workers on marketing projects, as needed for updates.

5) COMMUNITY ROOM

1. Maintain updated community room schedule before the first of each month in print and online.
2. Field scheduling requests over email and phone.
3. Ensure community room forms and calendars are stocked on the floor
4. Ensure website request forms are functioning.
5. Ensure accurate and prompt scheduling.
6. Reconcile Community Room fees.
7. Maintain current community room guidelines.
8. Oversee and report on Community Room budget.
9. Oversee Community Room events board, ensure that all postings are related to the Community Room

6) COMMUNITY EVENTS

1. Plan events that foster diverse community connections in coordination with the Development Manager and/or other relevant staff.
2. Maintain Community Bulletin Board

7) GENERAL MANAGEMENT

* 1. Prepare quarterly reports to collective.
  2. Attend management team meetings.
  3. Perform Manager on Duty shifts or floor shifts as scheduled.
  4. Attend collective meetings and carry out other duties of a collective member.
  5. Answer and route phone calls, take and route messages as needed.
  6. Perform other tasks conveyed by the Board, Collective, and Management Team.
  7. Prepare quarterly written reports for Board and be present at board meetings to present these reports

**Qualifications:**

* Welcoming and open demeanor with member-owners and the larger community.
* Familiarity with and appreciation for sustainable food systems
* Demonstrated ability to coordinate inclusive events.
* Good communications skills—clear instructions, attentive listening.
* Demonstrated writing and editing skills.
* Ability to handle multiple demands.
* Demonstrated ability to follow through on commitments.
* Organized, pays attention to detail. Ability to create, administer and work with budgets.
* Regular and predictable attendance.
* Willingness and ability to learn to meet the changing requirements of the job.

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**STOREKEEPER JOB DESCRIPTION**

*Note: Every Co-Manager is expected to perform the minimum duties of this job description.*

Hours: Between 7am and 11pm, 7 days per week—minimum 28 hours, maximum 40.

**Purpose:** To provide prompt, welcoming customer service; to keep displays, coolers, shelves fully stocked; And to support store and department objectives.

**Status:** Reports to Board, via the collective, via Front End Team

**Responsibilities:**

1. GENERAL
   1. Arrive on time to all scheduled shifts.
   2. Fulfill the responsibilities of the scheduled shift, in compliance with National Organics Program (NOP) and health department requirements.
   3. Complete or oversee the completion of all opening, closing, and shift change responsibilities appropriate to each day and shift, in compliance with NOP and health department requirements.
   4. Supervise member-workers while on shift, train on opening and closing procedures.
2. CASHIERING
   1. Greet customers in a welcoming way.
   2. Check out customer purchases quickly and accurately, using correct prices and departments.
   3. Call for back up as needed so that customers wait as little as possible to be checked out.
   4. Bag customer purchases as needed and ask customers if they need assistance. For those needing assistance, carry out groceries or call for other staff help if available.
   5. Become familiar with co-op policies in order to answer customer questions. Refer unresolved questions or problems to appropriate staff.
   6. Open and close registers following established procedures.
   7. Explain membership program to first-time shoppers and other interested non-members. Receive membership applications and equity payments.
   8. Keep front end clean and organized.
   9. Price and stock items according to shift priorities.
   10. Issue credits to customers for returned items following co-op policy. Record shrink promptly and accurately.
   11. Call for support when needed, especially when handling potential shoplifters, disorderly customers or other emergencies.
   12. Place, retrieve, and ring up special orders accurately.
3. DEPARTMENT MAINTENANCE
   1. Generally attend to needs of scheduled department.
   2. Stock displays fully without overcrowding; Face items on shelves; Regularly water produce wet rack.
   3. Rotate older stock to front, making space for new stock.
   4. Pull short-date or low-quality items and follow established procedures for recording and disposing of them.
   5. Label items accurately with price tags and/or signs. Resolve price discrepancies or report to buyers.
   6. Maintain stocking lists for later shifts. Notify buyers of out-of-stocks.
   7. Keep backstock organized when stocking.
4. RECEIVING
   1. Check deliveries to verify piece count, notify buyer of discrepancies.
   2. Check for damage and unacceptable quality, notify buyer of problems.
   3. Help with unloading as needed.
   4. Sign for deliveries with appropriate adjustments noted on invoice and route invoice to buyer.
   5. Rotate items into retail.
   6. Rotate overstock into storage.
5. STORE MAINTENANCE
   1. Appropriate to the scheduled shift; keep shelves, coolers, and bins in clean, orderly condition. Dust and clean shelves and product when stocking.
   2. Remove trash promptly, sweep and mop floor.
   3. Use store equipment kindly, and return them to where they live.
   4. Monitor cooler and freezer temperatures. Follow the protocols established by the Maintenance Coordinator.
   5. Participate in inventory counts at least twice per year. Work with Operations Manager to schedule shifts that accommodate this requirement.
6. OTHER DUTIES
   1. Perform other tasks conveyed by Board, Collective Management, Front End Team, and Manager on Duty.
   2. If on the collective, attend collective meetings and carry out other duties of a collective member.
   3. Answer and route phone calls, take and route messages as needed.

**Qualifications:**

* Experience serving the public.
* Ability to project an outgoing, friendly personality.
* Ability to handle multiple demands.
* Calmness under pressure.
* Good communications skills—clear instructions, attentive listening.
* Familiarity with natural foods.
* Attention to detail, accuracy.
* Regular, predictable attendance.
* Willingness and ability to learn to meet the changing requirements of the job.
* Ability to lift 50 lbs. consistently.