



POSITION TITLE: Rainbow Connection Thrift Store Manager

REPORTS TO: Chief Systems Officer

POSITION TYPE: Part-time up to 30 hours

Hourly Rate and benefits: \$12.00/hour including sales bonuses, vacation, sick and Employee Assistance Program

The successful candidate will be called by God, committed to serve as a member of a faith-driven team and have a strong interest in the organizational ministry of EUMA. The Rainbow Connection Thrift Store Manager is responsible for operating all aspects of EUMA's retail sales department – a social enterprise committed to maximizing sales revenue, distributing assets to those in need and welcoming community volunteers to best serve those in our community experiencing a housing crisis. The ideal candidate is highly energetic, Christ-like and committed to continuously improving. The right candidate is committed to creating both a professional work-place and one characterized by love and grace. S(he) will want to instruct and serve alongside staff and volunteers to serve both customers and voucher recipients.

EUMA ministries is a Christ-centered not for profit organization committed to making homelessness rare, brief and non-recurring in Northwest Pennsylvania.

Position Objectives

Direct all EUMA retail sales operations including the Rainbow Connection Thrift Store, online sales, shoe collection, bale, and third-party revenue streams.

Job Description

- Oversee all of EUMA's retail operations including the receipt and processing of gifts made in-kind, choosing the best retail location, pricing and tracking
- Manage and direct the performance of all retail sales;
- Work with the Chief Systems Officer to scale corporate retail sales and expand ministry;
- Hire/fire and otherwise manage staff, work-program, senior aid, court mandated and volunteers and their schedules and responsibilities;
- Recruit, train and appreciate store and other retail/voucher volunteers;
- Complete basic accounting including bi-weekly deposits, voucher and other reports;
- Aid in the recruitment of donations and otherwise support fundraising activities of EUMA;
- With the support of EUMA's administration office, follow and maintain all federal, state, local and corporate policies;

- Be responsible for the positive image of the thrift store and all of EUMA;
- Uphold biblical standards in all facets of the job performance;
- Perform other duties as assigned.

Qualifications:

- Three years of retail and/or other management experience;
- Familiarity with merchandise promotion and retail sales techniques online and bricks and mortar;
- Experience working directly with people from diverse racial, ethnic, and socioeconomic backgrounds;
- Ability to flex communication style to multiple cultural environments;
- Experience recruiting, training, managing and appreciating volunteers;
- Strong verbal communication skills, and ability to welcome and serve diverse audiences, specifically racially, ethnically, and socioeconomically diverse communities;
- Experience managing staff in retail environment;
- Be in good physical condition - able to work on one's feet most of the day and lift a minimum of 30 pounds;
- Excellent communication and relationship building skills with an ability to prioritize, negotiate and work with a variety of internal and external stakeholders;
- Must be able to obtain Act 33/34 and FBI Fingerprinting clearances;
- Must be a U.S. citizen or hold a valid work Visa;
- Valid PA driver's license; and
- Must be able to pass a drug test.

EUMA is committed to building a diverse staff. Those with the above qualifications and who are Veterans, persons of color, those who have experienced a housing crisis, and Spanish speakers are encouraged to apply.

Please submit a cover letter and resume' to HR@EUMA-Erie.org or mail to EUMA, Human Resources, 1033 E. 26th St., Erie, PA 16504