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**The Giving Tree Volunteer Shop Assistant**

**Dunblane Development Trust**

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| **Opportunity Name**  |
| The Giving Tree Volunteer Shop Assistant |

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| **Opportunity Description**  |
| We are looking for someone to help in the shop with sorting donations, providing customer service and handling sales. Key tasks* To sort and process donated stock including steaming, cleaning, and pricing donated items.
* To keep the sorting room organised and tidy.
* To handle cash and operate the till.
* To replenish stock on the shop floor and display items in an appealing way.
* To ensure the shop floor is kept clean and tidy.
* To provide excellent customer service.
* To promote the work of the charity.
* To adhere to shop procedures and policies.
* To participate in training.
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| **Benefits and perks**  |
| The chance to build your work experience, develop your retail and customer service skills, work as part of a team and boost your self confidence. A friendly welcome, and mentoring/training as required. When working at the Shop a Giving Tree apron can be provided to help protect clothes. Volunteers at The Giving Tree also benefit from being part of the wider Dunblane Development Trust, including Volunteer Events.  |

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| **Skills, training or qualifications required**  |
| * Good organisational skills.
* Friendly with good communication skills.
* A team player
* Be enthusiastic and willing to learn.
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| **Is opportunity accessible?**  |
| Yes  |

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| **Location of volunteering**  |
| The Giving Tree, 27 High St, Dunblane, FK15 0EE |

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| **Who will take responsibility for managing this volunteer post**  |
| Shop Manager at The Giving Tree |
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| **Does the role require a PVG check or reference check?** |
| Reference checks |

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| **Is this an ongoing or one-off opportunity?** |
| Ongoing |