



EMPLOYMENT OPPORTUNITY

Thrift Store Assistant Manager

Posted: August 14, 2020
Reports to: Director, Super Thrift Stores
Location: Thunder Bay
Hours: Full-time position
Salary: To be discussed
Start Date: ASAP

ABOUT ADULT & TEEN CHALLENGE

Adult & Teen Challenge is a Christian discipleship program aimed at helping people who are struggling with addiction. It was founded in 1958 by the late Rev. David Wilkerson (author of *The Cross & The Switchblade*). Their mission is to develop and nurture the transformation of restored individuals into useful, productive, law-abiding citizens committed to Christian faith, values and living. The Adult & Teen Challenge Super Thrift stores in Brandon, Winkler, Thunder Bay and now Winnipeg help fund the recovery and awareness programs offered.

Adult & Teen Challenge values and invests into their employees by offering a competitive salary and benefits plan, paid staff training with room for advancement, and a 4% matching RRSP program after two years.

POSITION OVERVIEW

Day to day assist the manager in all aspects of the Super Thrift Thunder Bay store: organization, receiving product by donation, pricing items for retail, structuring of sales floor and supervising front line staff.

PRIMARY JOB FUNCTIONS

- The supervision of staff, volunteers, interns and ATC students at the direction of the Manager
- Sorting, marking, displaying and cleaning product & store
- Assist the Store Manager in planning, development, implementation and administration of the store retail sales segment
- Participation in the selection of new personnel, training, performance evaluation, responding to grievances, and disciplinary issues at the direction of the Manager

QUALIFICATIONS

- **Must have experience in retail management**
- **Must be enthusiastic about the thrift store industry**
- Ability to maintain excellent working relationships with the leadership team and all other departments
- Strong organization and communication skills
- Ability to mentor and advise staff and students as necessary
- Discretion and patience working alongside at-risk individuals
- Conflict resolution experience or training an asset
- A basic working knowledge of email and web-based programs
- Valid driver's license and own transportation
- Flexible with scheduling

CONTACT: Where possible, drop off resume and cover letter in-person at 107 Johnson Ave. Or email jennifer@teenchallenge.tc