**Senior Shop Volunteer Recruitment**

The Mind in Camden shop is located on Camden Road, it is a busy and successful charity shop selling entirely donated goods whose profits provide important income for Mind in Camden. We are not part of a national chain and all the income goes to Mind in Camden.

We are looking for one or more reliable key volunteers to help our shop manager to run the shop and take responsibility for overall shop functioning when she is absent

We need people who:

Are be able to be available a minimum of two days per week (10 am to 6 pm) for a minimum of 6 months who are already familiar with retail work, or can quickly learn to:

* Open up the shop for business and lock up at the end of the day
* Guide and support other volunteers
* Undertake customer service, including money handling on the till
* Complete daily takings summaries
* Undertake physical task like carrying bags of goods to and from storage
* Sort, price and display donated goods
* Choose goods that are appropriate to seasonality and sale
* Rotate goods out of sale when they are not selling

People will need patience, have good people skills, will be able to work without supervision, and will be willing to learn. They will be genuinely committed to contributing funds to Mind in Camden by enabling the shop to generate income and will have a non-discriminatory attitude towards people with mental health issues. They will be able to support the shop manager by taking charge of the shop when she is not there and support other volunteers.

Training will be provided in shop procedures.

If you are interested please contact [mpokorna@mindincamden.org.uk](mailto:mpokorna@mindincamden.org.uk) to arrange an individual information giving session; we will be conducting informal interviews on 9th June 2016.