



HILLCREST

## Hillcrest Volunteer Cashier Description

### **Title: Hillcrest Volunteer Cashier**

#### **Key Responsibilities**

- Promote and support the mission of Hillcrest Transitional Housing in our interactions with shoppers and donors
- Oversee cash register operations
- Provide superior customer service to maximize sales and profits
- Help Store Manager and Assistant Store Manager with volunteer management

#### **Initial Impact**

- Customers and donors receive care and hospitality from a helpful staff of volunteers
- Funding is provided for Hillcrest Transitional Housing programs, benefitting those in need
- Quality merchandise is available at greatly discounted pricing

#### **Sustained Outcome**

- Financial and material support is provided for Hillcrest Transitional Housing in moving individuals, youth and families from homelessness to self-sufficiency

#### **Training & Support**

- New Volunteer Orientation
- Initial training with volunteer buddy or staff member on cashier responsibilities and cash management procedures
- Ongoing support from site management staff regarding policies and procedures

#### **Commitment**

- Preferred commitment is for a recurring 4-hour shift one day per week.
- Available shifts include;  
Mon-Fri 10 am to 2 pm  
Mon-Fri 2 pm to 6 pm  
Sat 10 am to 2 pm  
Sat 2 pm to 5 pm

#### **Qualifications/ Skills**

- This role requires the volunteer to have compassion towards all people
- Must be mission focused and willing to serve others
- Basic math and people skills
- Previous point of sale experience is helpful but not required
- Must be at least 18 years of age and able to pass a background check

#### **Benefits**

- Build relationships within a community of like-minded volunteers
- 25% discount at thrift stores
- Gain opportunities to improve the lives of those in need