

Daylight Centre Fellowship

Job Description: DCF Shop Volunteer

Main Purpose	To help with the sale of donated goods to DCF clients
Responsible to	The Centre Coordinator
Days and Hours of work	To be agreed with the Centre Coordinator

Duties

1. To be responsible for the monies taken by shop sales
2. To ensure that no goods are stolen.
3. To maintain a log of each item sold using DCF paperwork
4. To help sort donated goods for sale
5. Where clothing is not fit for resale, to bag the items for recycling as rags
6. To keep the shop area neat and tidy
7. To report any problems to the Centre Coordinator

General

8. Undertake relevant training, and other relevant duties, as required by the Coordinator.

THE END