



# MAKE A DIFFERENCE

Napier Family Centre's Charity Retail Shop can offer you a fun and happy place to be if you are interested in being a volunteer with us. We have a wonderful team willing to donate their time and assist in the day to day running of the shop to maximise sales and raise awareness of the vision and mission of Napier Family Centre. We are looking for honest and reliable people who are able to work in a team environment and turn their hand to what is needed on any given day. In return we can offer you rewarding work, friendship, lots of laughs and tea and biscuits.

## YES, I WOULD LIKE TO VOLUNTEER:

Title: \_\_\_\_\_ Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## ABOUT THE ROLE:

### MAIN ACTIVITIES/TASKS:

- Assist and serve customers and provide a great customer experience
- Assist with processing stock including sorting, steaming, pricing and stock presentation
- Operation of till and the handling of cash/use of eftpos machine
- Foster and promote the values, vision and mission of Napier Family Centre to all that engage with the shop
- Look after your own health and safety and the health and safety of others
- Assist in daily tasks including cleaning, tidying and stock management
- Undertake direction from the Manager, or staff for the day to day running of the shop
- Commit to one (or more) 4 hour shifts per week/fortnight.

### SKILLS REQUIRED:

You will need to be a good communicator, enjoy interacting with the public and being around others. You must be honest and reliable. We provide full training, all that we ask is that you have enthusiasm and a desire to help our shop continue to succeed. You will need to be physically able.

## VOLUNTEER COORDINATOR:

For questions about volunteering please contact the Volunteer Co-ordinator:  
**Jen England** on **06 650 1835**.