

June 2022

The RE Store - Retail Sales Staff

The RE Store is a program of RE Sources, a non-profit environmental education and advocacy organization based in beautiful Bellingham, Washington. RE Sources protects the communities, creatures and wild places of the central Salish Sea region through a combination of bold advocacy, public issue-focused education, hands-on environmental education for students, scientific fact and effective action.

The RE Store stands against racism, white supremacy, and injustice and the ingrained structures and institutions that enable and perpetuate them. Indigenous, Black and other communities of color, as well as low income families and children, are disproportionately harmed by environmental degradation and climate change. We envision a future where every person benefits from clean energy, less pollution and thriving outdoor places.

Our community is in the middle of a market boom in which housing and building material costs are skyrocketing. As a community focused architectural salvage center, we work to create a culture of reuse by diverting waste from the landfill, offering affordably priced building materials and home furnishings for all income levels, providing job training opportunities, and fostering an inclusive space where all feel welcome.

The RE Store Sales Staff's primary responsibilities are driving sales and operations including maximizing our diversion potential, merchandising, customer service, working with and training volunteers and trainees.

Responsibilities:

- Provide enthusiastic and attentive customer service.
- Assist customers with loading and unloading of materials to and from vehicles.
- Maintain departments and aisles for safety, display and ease of shopping.
- Multi-tasking at front counter including cashiering, answering phone/email, and data entry.
- Assist in supervising and training of RE Store volunteers and trainees.
- Attend monthly staff meetings.
- Follow and implement The RE Store safety plan.
- Learn and follow all RE Store policies and procedures as outlined in the RE Store manual and become familiar with our mission and practices.
- Commitment to the goals of The RE Store.
- Other tasks as directed by store managers.

Our goal is to be a diverse workforce that is representative of our region's communities. RE Sources encourages applications from Black people, Indigenous people, people of color, persons with disabilities, women, and gender-nonconforming people especially in occupations or positions where they are underrepresented. Data shows that women and BIPOC candidates often hesitate to apply for a job because they may not meet all the qualifications listed. If you feel passionate about our efforts and believe that you have the skills to contribute to the growth of our organization, we want to hear from you.

Compensation and Benefits

- The Retail Sales Staff position is 24-40 hours per week with a starting wage of \$16.00 per hour. The scheduled shifts will be Tuesday through Saturday. This is a permanent position.
- The RE Store offers substantial Paid Time Off (PTO) and Sick Time which starts accruing at date of hire. Employees paid for 40 hours per week initially accrue PTO at a rate equivalent to **25** 8-hour days (200 hours total) of PTO per year. Staff also receive 4 wellness days annually (one per quarter).

The RE Store is a program of RE Sources for Sustainable Communities, a nonprofit organization dedicated to protecting the health of northwest Washington's people and ecosystems through the application of science, education, advocacy, and action. For more information, visit re-sources.org and re-store.org.

- The RE Store provides quality and cost-effective health benefits (including dental and vision) for all employees.
- All year-round employees become eligible to participate in the RE Sources 401(k) plan after three (3) months of employment which includes a 1% match.

Opportunities

- Contribute to a non-profit retail organization that is dedicated to its mission, team, and customer base.
- Coach and mentor participants in our Community Jobs Training Program to strengthen community.
- Lead and collaborate on creative projects that strengthen our systems and impact.
- Supportive management strategies that include opportunities for professional growth, DEI trainings, and more.
- Opportunities to connect with RE Sources' programs which prioritize education and advocacy to protect air and water quality.

We are motivated to fill this position as soon as possible with the right candidate.

To Apply:

- Send cover letter and resume to: hr@re-sources.org. Put "Retail Sales Staff" in the subject line or
- Drop off a cover letter and resume to The RE Store cashier or
- Pick up an application from the cashier at The RE Store

The RE Store is located at 2309 Meridian Street, Bellingham, WA. For a full job description and to learn more about The RE Store, please visit our website: re-store.org/employment-and-internships