



VOLUNTEER ROLE DESCRIPTION

- Role Title:** Visual Merchandiser Volunteer (Retail)
- Accountable to:** Shop Manager, Shop Deputy Manager, Shop Assistant
- Role Purpose:** To assist the shop team in the smooth running of the shop. Helping to generate vital income for the charity through our network of shops, whilst helping to divert usable items from the waste stream.

Main Tasks:

Our Visual Merchandiser Volunteers merchandise stock and ensure the shop looks visually appealing. They typically fit into one of the following categories:

1. **Window Dressers:**
 - Use your artist flair to assist in the preparation of donated goods for sale by creating attractive and inviting window displays in line with current season and local trends
2. **Fashion Fanatics;**
 - Tapping into your fashion knowledge to assist in the preparation of donated goods for sale by creating attractive and inviting displays, keeping gondolas and rails full for customers
3. **Pottery Pros;**
 - Bring our brica brac department to life by displaying our pottery, glass and homeware as creatively as you can
4. **Media Specialists;**
 - With your interest in the latest releases, help us get the most out our supply of DVDs, CDs and video games
5. **Librarians;**
 - With no shortage of books, you can support by keeping our displays regularly refreshed and updated – you may even find the odd hidden first edition
6. **Vintage & Collectible Specialists;**
 - Bring your interests and experience to identify and estimate the value of suitable donations for listing online

You may also be involved in the following:

- Providing a courteous and helpful service to customers
- Bringing to the attention of the Shop Manager, Deputy Manager or Assistant any concerns which may affect the safe and successful running of the retail operation
- Assisting in the general housekeeping of the retail operation

Age UK Coventry & Warwickshire

Registered Office
8 Clemens Street
Leamington Spa
Warwickshire
CV31 2DL

t: 02476 231999
e: info@ageukcovwarks.org.uk
www.ageukcoventryandwarwickshire.org.uk





Skills and Competencies:

Full training provided. No experience needed, however these skills would be advantageous:

- Reliable and flexible approach to role
- Good communication and interpersonal skills, attention to detail
- Interested in maximising the income opportunities for the charity
- Interested in supporting the work of Age UK Coventry & Warwickshire
- Ability to work well as part of a team and under own initiative, respectful of others
- Ability to work within Age UK Coventry & Warwickshire policies and guidelines

Benefits:

What this role can offer you:

- Training and development opportunities
- Developing new skills and retail experience to add to your CV
- The chance of meeting new people in your local community

Tea, coffee and refreshments available.

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