



Job Title: Retail Sales Associate (Part-Time, Full-Time, and Weekend Opportunities Available)

Department: HOPE Unlimited

FLSA Status: Hourly Rate (\$15-\$17 an hour)

Reports To: David Hocker

Job Description:

House of Possibilities is seeking motivated individuals to join our team at the Boston Public Market supporting our retail presence as a retail sales associate for our HOPE Unlimited social enterprise. Full-time, part-time, and weekend hours available.

HOPE Unlimited is an inclusive work environment providing employment opportunities for people of all abilities. HOPE Unlimited operates two retail stores, a signature HOPE Unlimited stand and American Stonecraft at the Boston Public Market in downtown Boston.

Retail Associates will play a pivotal role in creating an inviting environment for our customers and fulfilling the mission of House of Possibilities.

Join our team and the over 30 vendors and 2.5 million people frequenting the market each year and be a part of a unique social enterprise supporting unparalleled advocacy and mainstream community inclusion for individuals with disabilities.

Every shift will provide new opportunities for associates to grow professionally and improve on skill sets that will improve skills and gain experience in the retail sales, and nonprofit industries. HOPE Unlimited, LLC is wholly owned by House of Possibilities. Every hour of your employment will make a difference for those we serve.

Under contract with the Boston Public Market, employees must provide proof of vaccination. Hours of operation are Monday thru Saturday 8am to 6pm and

Sunday 10am to 6pm. We have opportunities for full and part-time hours of employment, and are especially looking for applicants to work weekends.

Essential Duties & Responsibilities:

- Greet customers and provide them with information about HOPE Unlimited products, and provide background on House of Possibilities' mission.
- Operate Square register for sales transactions.
- Inventory management (accepting inventory, reviewing inventory for damage, matching inventory to invoice, entering inventory into Square).
- Assist in maintaining a visually appealing display of products on booth shelves.
- Take inventory of products and ensure each piece is properly labeled and tagged.
- Complete opening and closing procedures.
- Prepare and package items to be sold.
- Prepare and package sold items in corresponding boxes and bags for customers.

Qualifications:

Candidates for this position are required to have a highschool diploma/GED. Bachelor's degree is highly encouraged. Current undergrad students are welcome. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.