

Upper Valley MEND POSITION DESCRIPTION

Position: Vounteer
Location: Das Thrift Haus – 211 14th Street in Leavenworth
Reports to: **Das Thrift Haus** Staff

Upper Valley MEND (Meeting Each Need with Dignity) is an independent, nonprofit service organization committed to affirming the worth and dignity of everyone we serve. We operate through a dedicated community of volunteers and staff, providing emergency family assistance and food bank services, affordable housing opportunities, health care services, and support for adults with developmental disabilities.

General Responsibilities:

Under the direction of staff, volunteers are responsible for helping to ensure the successful operation of Das Thrift Haus, a non-profit second-hand store dedicated to providing access to affordable clothing and household goods with the goal of raising funds to support the programs of Upper Valley MEND. Volunteers are expected to learn the policies and procedures of Das Thrift Haus and lead by example when representing Das Thrift and Upper Valley MEND.

Specific Responsibilities (one or more during a shift depending on skills, interest and need):

- Assist with transportation of merchandise from Community Cupboard Sorting Center
- Coordinate with Sorting Center to manage donations
- Assist in pricing and preparing merchandise for the sales floor
- Display goods on sales floor in appropriate locations
- Straighten and organize goods so store stays neat and tidy
- Greet and assist customers
- Operate the computerized point of sales system and handle money in transactions
- Assist the staff of Das Thrift Haus as needed