

Job Advertisement – Retail Manager, Takanini

Te Mahi/The Role...

Due to a long term and loyal employee (of 9 years!) moving on to her next challenge, we have an exciting vacancy to continue her legacy, and join us as Retail Manager in our well-established Takanini store.

Some responsibilities you can expect from this permanent, full-time position:

- Managing the day-to-day operations of the Takanini store; managing stock, processing transactions
- Ensuring operational success; taking ownership of the store's sales performance and delivering on agreed outcomes
- Managing a team of 25+ volunteers; maintaining good relationships, delegating tasks
- Creating and maintaining a retail environment that provides the customer with a relaxed and interactive shopping experience and encourages return visits to the store
- Managing relationships with donors and supporters in the local community; ensuring that every person that plays a part in 'Making Hospice Happen' feels appreciated for their efforts

Benefits for you...

- Stability - a permanent, full-time position with regular hours (40 hours per week)
- Free parking on-site at the store
- Competitive hourly rate
- The opportunity to take your retail career away from the world of throwaway consumerism, and into a more sustainable direction
- At Tōtara Hospice, all are welcome. We pride ourselves on our diverse culture that embraces diversity. We are a member of **Diversity Works NZ**. We value diversity and inclusion and are committed to providing equal employment opportunities to those of all backgrounds and identities. We are also a proud supporter of the **Silver Rainbow** programme, ensuring the needs of the rainbow community in our sector are understood and met

Te Tangata/The Person...

You will be a 'hands on' Retail Manager who displays ambition and determination to succeed in the retail sector with a 'get up and go' attitude. We would also like to see:

- Previous retail experience in a team leader/supervisory position with specific experience working towards sales targets
- Confident managing and maintaining relationships with a variety of stakeholders including TH staff, volunteers, customers and donors
- An empathetic and tailored approach towards the diverse range of customers you will interact with
- A real passion to be part of what we do here at Tōtara Hospice and an understanding of the community we serve
- Full New Zealand working rights

About Tōtara Hospice...

Tōtara Hospice provides leading edge palliative care services within the community of south and southeast Auckland and has been since 1981, that's 40 years! We are based in The Gardens in South Auckland and have a workforce of 100-120 across clinical, allied health, people & capability, volunteer services, fundraising & marketing and retail who all share a common commitment to honouring living and dignifying dying. No one should have to cope alone.

How to Apply...

If you are someone who sees the beauty in pre-loved goods, has a passion for Making Hospice Happen and can bring a new and exciting energy to this role, please apply for this position via SEEK by clicking the 'apply' button. Remember to include an updated copy of your CV and a cover letter explaining why you want to work for Tōtara Hospice and why you are the most suitable candidate for the job.

Tōtara Hospice as an organisation does not conscientiously object to anyone accessing their rights under the End-of-Life Choices Act that passed into law on November 7th this year. Our focus will remain, as it always has been, on delivering to the needs of our patients and whānau. We will respect and support patients who choose this option.

If you should have any questions prior to your application, please contact Tara at hr.team@hospice.co.nz.