



Retail Production Volunteer Description

The Retail Production Volunteer is responsible for assisting the Goodwill staff with store operations by providing customer service and donation processing assistance. You will be volunteering alongside potentially disabled and/or disadvantaged individuals who are gaining job skills and expertise. Your example and assistance are appreciated.

Volunteer Tasks:

- Hanging clothing as part of a textile processing team
- Cleaning wares for display on retail floor
- Merchandise bagging and/or wrapping of customer purchases
- Greeting customers
- Retrieving shopping carts from parking lot and surrounding areas
- Stocking restrooms with supplies and checking for cleanliness
- Cleaning and organizing shelves
- Vacuuming/sweeping/mopping of sales floor
- Cleaning of glass showcases & windows
- Display set-up of furniture items
- Assist in monitoring and recovery of fitting rooms
- Assist in merchandising the sales floor by restocking textiles and wares
- General assistance in other areas
- Alert Retail staff of any dishonest practices of customers

Volunteer Qualifications:

- Must be able to work harmoniously with individuals with disabilities, special needs and other barriers to employment
- Must be able to understand and follow written and verbal direction
- High level of adaptability and flexibility
- Good eye-hand coordination