



True To Life Ministries

Now accepting applications for:

Refresh Boutique Sales Assistant

Location: Refresh Boutique, Lake Jackson, TX

Status: Part-time, Non-Exempt

Compensation: Available Upon Request

Schedule: 15-20 hours per week, including Saturdays

Who are we looking for?

Refresh is looking for an energetic and self-motivated individual to join our sales team at Refresh Boutique. The person in this position will be instrumental in carrying out TTLM's mission of cultivating hope by providing a WOW experience in Refresh for our customers, True To Life Ministries' program participants, volunteers and our job trainees. Therefore, high energy, professionalism, excellence and a genuine love for people are a must.

As part of the sales team in Refresh, the person in this position must be able to collaborate as well as work well independently by driving sales, building relationships and providing outstanding customer service.

As a retail boutique, Refresh maintains standard business hours, including Saturdays. A person in this position should expect to work every Saturday in order to support Refresh's retail sales goals and ministry strategy.

Should you apply?

- Are you a people-person who is outgoing and joyful?
- Do you love fashion and have an eye for current fashion trends?
- Are you a creative type looking for a fun way to use your creativity?
- Do you love shopping and shopping with others?
- Are you motivated by knowing you are impacting lives by working alongside participants in our job training program who are taking steps toward life change?

If you answered, "yes" to these questions, this might be the perfect job for you! Review the position responsibilities and requirements below. If you have the passion, experience, and skill-set required to excel in this position, we would love for you to apply!

Required Attributes:

- Energetic
- Highly organized and efficient
- Self-motivated
- Engaging and relational, Professional yet personable

Primary Areas of Responsibility

- Ensure every customer is “WOW'd” by our outstanding customer service, by assisting customers with their selections, suggesting complimentary products, providing a personal shopping experience and making a personal connection
- Assist with clothing donation sorting and stocking of the sales floor
- Engage volunteers in accomplishing general operations and “WOW” them with a meaningful experience by providing meaningful tasks and projects with clear instructions and desired results
- Strive to be an effective salesperson by fully engaging in on-going sales training and meeting (or exceeding) clearly stated sales goals and expectations
- Pursue personal growth through training and requesting feedback on a regular basis
- Fully participate in TTLM special events, staff development and fundraising efforts, as well as carry out various responsibilities as needed
- Remain available for spiritual counseling and prayer with TTLM staff, partners, volunteers, customers and clients
- Share the Gospel with partners, volunteers, clients, customers and others as needed
- Remain available to meet additional needs within TTLM

Position Requirements

- Must be at least 18 years of age to apply
- Out-going, enthusiastic and positive presence
- Genuine and deep love of Christ
- Active member of a local church
- Be in agreement with TTLM's Statement of Faith
- Ability to work with people in a Godly manner in accordance with TTLM's Social Contract
- Physical Requirements - Moderate activities, including but not limited to, cleaning, light to heavy lifting, sitting and/or standing for long periods of time, manual dexterity

Position Preferences

- At least 2 years of retail experience
- Some experience managing teams or volunteers
- Familiarity with Mac computers and programs (Pages, Key Note, etc.), iPad, and iPhone
- Moderate to expert clothing brand awareness and good fashion sense
- Visual merchandising skills and creativity