

# Job Position

## W.D. Boyce Scout Shop Manager

**Position:** W.D. Boyce Scout Shop Manager

**Open date:** 7/22/2024

**Position location:** Peoria Illinois

**Council website:** <https://www.scoutshop.org/>

### Position Overview

It is a very exciting time to be at the Boy Scouts of America! Our program is growing across America and we need exceptionally motivated, capable, and driven people like you. We offer a fast-paced, collaborative environment where each of us contributes to the success of our movement. Come join our organization!

We are seeking a dynamic Store Manager to join our team. You will oversee and be responsible for the overall sales and net profitability of the W. D. Boyce Scout Shop. You will also interface and build relationships with a local Boy Scouts of America Council and associated council camps. You are responsible for building and leading a team to produce in all areas of store operations including but not limited to sales generation, ensuring maximum sales and net profitability goals, operations, merchandising, loss prevention, and employee deployment. Maximum of 40 hours a week, and great for work/life balance!

### Responsibilities

- Operates as a front line manager focused on executing store functions through staff members
- Leads a team of Sales Associates to increase sales and provide an enjoyable customer experience
- Helps train and develop a knowledgeable staff of product specialists
- Ensures efficient day-to-day operation of the store through staff scheduling
- Consistently evaluates staff performance and provides feedback and direction
- Oversees store inventory management
- Implements visual merchandising standards
- Issues appropriate counseling and disciplinary action as needed
- Participates in recruiting and interviewing Sales staff
- Provides accurate and timely information to Territory Sales Supervisor as needed
- Provides leadership to other Store Managers in the territory as needed

## **Education**

Bachelor's Degree preferred, not required.

## **Qualifications**

- 3+ years retail management experience preferred
- 5+ years of retail sales experience preferred
- Excellent customer service, and leadership skills
- Ability to work flexible schedule (days, evenings, and Saturdays)
- Knowledge of Scouting Program preferred
- Able to effectively communicate written and verbally
- Able to comprehend basic financial reports and Profit & Loss Statements
- Strong interpersonal and ethical behavior to manage our assets and employees
- Valid Driver's License
- Proficient in MS Office, Outlook, Excel, Word, PowerPoint

## **Benefits**

- 401(K)
- Health Insurance
- Vision Insurance
- Dental Insurance
- Life Insurance
- Paid Time Off
- 12 Paid Holidays
- 40 hours a week maximum
- Store Discounts
- Employee Assistance Program