



Job Description

Jannaty Women's Social Society appreciates your volunteering role and will do its best to make your volunteer experience enjoyable and rewarding.

Job Title: Charity Shop Volunteer

Location: Finsbury Park, London

Position Type: The shop is open Monday to Saturday 10.30am – 6.00pm. We would like volunteers to ideally work mornings or afternoons 1-3 sessions per week.

Reporting to: The Director

About us:

Jannaty Women's Social Society was established in 2010 with a vision to empower women and girls from disadvantaged BAME backgrounds so that they can improve their quality of life and those around them, resulting in stronger and developed communities. We do this through courses, workshops, training, counselling and coaching amongst other activities.

Job Purpose:

To help with the day to day running of the Charity Shop, raising funds to support services for women and girls.

Duties and Responsibilities:

- To serve customers and record purchases on the cash register.
- To work with staff and other volunteers to sort, steam, hang, ticket and size donated clothing for sale in the shop.
- To help keep the shop clean.
- To assist with shop displays.
- Provide information leaflets and signpost any enquiries for Jannaty services.
- Comply with Jannaty relevant Policies and Procedures.
- Wear personal identity badge whilst volunteering.
- Represent the professional standards of the charity.

Person Specification:

- An interest in the shop, and an enthusiasm for raising money through its work.
- The ability to work as part of a team.
- A flexible approach.
- Able to provide a friendly, high-quality service to customers.
- The ability to work as part of a team.
- Basic numeracy.
- A sense of humour.
- An understanding of the need for confidentiality.
- Good timekeeping.
- Reliability and trustworthiness.
- A willingness to undertake training required for role.

Training Requirements:

- Induction
- Health & Safety
- Fire Safety
- Moving & Handling

Expenses:

Jannaty will reimburse any agreed expenses up to £10.00 for each full day (5 hours min) of attendance to cover travel and lunch (if volunteering over lunchtime period), as long as a valid receipt/s are presented, for the total volunteering period.