

BOOKSTORE SALES SUPPORT

OVERVIEW

St. George's operates a non-profit bookstore for the sale of books and gifts, which designates its proceeds for outreach ministry support. The bookstore operates on an honor system, but in-person assistance is often needed to help shoppers and increase overall sales.

RESPONSIBILITIES

- Staff the bookstore on Sundays during high-traffic times (between services and during Sunday school hour) or during other major events.
- Offer assistance to shoppers during checkout. The bookstore is self-service, and not all shoppers are comfortable navigating the sale system.
- Respond to shopper questions and collect additional questions or feedback for staff.
- Provide shopper assistance as needed – for example, demonstrating or helping shopper try on/combine sterling jewelry pieces.
- Provide light 'housekeeping' for the bookstore such as straightening shelves, light dusting, ensuring display easels are full, etc.

RELATIONSHIPS

Bookstore volunteers work closely with administrative staff

TIME COMMITMENT

Times vary based on tasks; 2-4 hours per occurrence. Can be at the discretion of the volunteer and does not have to be for the entire event.

SKILLS AND INTERESTS

Comfort with technical aspects of the checkout process; desire to help others; interest in reading and books; enjoy meeting new people

RESOURCES AND TRAINING

Reports to Executive Assistance for support and resources.

Curious? Interested in this ministry?

Contact Claudia Taylor, Executive Assistant, at claudia.taylor@stgeorgesnashville.org or 615-385-2150 x 218.