



## Shop Manager – Boundary Road

Following the coming together of Autism Sussex and Pepenbury, Aspens is united in offering over 100 years of experience in helping children, young people and adults with a range of disabilities, those on the autism spectrum, and/or those with complex needs. Through the provision of highly personalised support, we aspire to enable people to learn new skills, live life to the full and contribute to society however possible.

We are currently looking for an enthusiastic and motivated person to join our existing team.

Charity Shop Manager – Boundary Road, Hove

Hours: 35 hours a week

As the Shop Manager, your main duties will be:

- Responsibility for the day to day management of the shop
- Sourcing, sorting, pricing and displaying donated goods
- Ensuring the shop remains within budget
- Following Autism Sussex's financial procedures, policies and guidelines
- Developing and meeting/exceeding sales targets
- Recruiting, managing and training a team of shop volunteers.

Retail experience is essential for this position, preferably in the charity sector.

Closing date for applications: 16th November 2018

For an application pack or for more information, please email [recruitment@aspens.org.uk](mailto:recruitment@aspens.org.uk) or phone (01424) 773366 ext: 103