

Position Title: Thrift Store Manager – Creativity Lives

Organization: The Creativity Shell

Location: Kingwood, TX (On-site)

Schedule: Tuesday – Saturday, 9:30 AM – 2:30 PM

About Creativity Lives

Creativity Lives is the Creativity Shell's thrift store dedicated to re-use art, craft, and creative supplies. Proceeds from the thrift store directly support the nonprofit's mission of teaching life skills through the creative arts, promoting mental health, and inspiring the next generation of makers.

Position Overview

We are looking for a **creative, responsible, and dynamic** individual to manage **Creativity Lives**. The ideal candidate will not only handle daily store operations but will also bring fresh ideas to market the store, grow sales, and build community engagement. This role requires someone who is trustworthy, energetic, and passionate about creativity and community.

Key Responsibilities

- Manage daily store operations, including opening/closing, sales, and customer service.
- Develop and implement creative strategies to market the thrift store and increase sales.
- Oversee donation intake, processing, organization, and pricing of items.
- Build and maintain positive relationships with customers, donors, and community partners.
- Create engaging displays and promotions that highlight creativity and reuse.
- Track sales, monitor inventory, and report on store performance.
- Maintain a clean, safe, and welcoming shopping environment.

Qualifications

- Responsible, trustworthy, and highly organized.
- Creative thinker with innovative ideas for marketing and sales growth.
- Strong communication and customer service skills.
- Experience in retail management, thrift store operations, or community outreach preferred.
- Ability to lift and organize donations as needed.
- Passion for creativity, sustainability, and community building.

Compensation

- Hourly pay commensurate with experience.
- Supportive and creative work environment with opportunities to make a community impact.