



Position Description

Title: Social Impact Retail Associates

Classification: Part-Time or Full-Time

Want to bring your creativity and customer service skills to do good in communities? Join our growing team at Seasoned Specialty Foods as one of our Social Impact Retail Associates and work with diverse local startup businesses in the packaged food industry to get access to retail shelves and consumers.

Seasoned Specialty Foods is a social impact food market with a unique grocery model, created to elevate equity and inclusion in local grocery food systems. Seasoned enables emerging CPG food producers to get from production to consumers faster and more cost-effectively, by getting access to consumer shelves and services to handle retail functions and transactions, while retaining all the proceeds from their food sales. Seasoned calls this *community retail (or co-retail)*, its signature approach to equipping emerging CPG food businesses to scale. Co-retail benefits emerging CPG food businesses and the consumers, while fostering inter-community trade and commerce.

Established in 2017, Seasoned has provided local, diverse artisanal food products to through its brick-and-mortar store on historic Grand Avenue in St. Paul, while managing a rapidly growing e-commerce operations lead by its corporate gifting program and online store. With a dedicated, experienced, and efficient team, Seasoned has created a supportive retail environment for emerging CPG food producers to launch their business and their products. We are in a growth mode.

Summary of the Position

Social Impact Retail Associates are critical members of our frontline team – providing operational assistance for Seasoned’s store in St. Paul, as well as our ecommerce channels and corporate gift programs. This position interacts frequently with diverse customers, food vendors, and local food and business ecosystem representatives from nonprofits, government, and other organizations.

Specific Responsibilities

- Create eye-catching, persuasive, and educational sales displays using different food products, art designs and other visual communications to jumpstart customer ideas, interests and connect to their needs, especially during the holidays and other occasions important to the customer. Learn and share merchandising, customer service and sales techniques.
- Implement and maintain systems for inventory control (e.g., product deliveries, proper storage, tracking and new vendor registration).
- Organize and run sales events and outreach to help meet annual revenue and impact targets.
- Manage the deli processes and food preparation - including set up and clean up each day.
- Order, purchase and/or arrange for delivery of supplies like foods and beverages and decor items. This includes tracking inventory levels and re-order stock when necessary.
- Ensure the physical location is clean, shelves are well-stocked, and the overall store space is welcoming, meets patron needs and vendor products are moving through shelves within targets.
- Support the implementation of strategies to meet annual revenue and impact targets.

Work Environment and Conditions

The work environment is a retail grocery store and deli. Work occurs mostly at a desk station, along with some standing, walking, and working in and around the retail spaces and storage rooms. Walking up and down flights of stairs is a regular activity, as is transporting items in and out of the building to the garage. Lifting packages and boxes of up to 20 pounds may be required.

While Seasoned engages in creative projects, events and strategic designs that are short term and long term, it also operates within a few automated and structured processes and methods with some rigidity to comply with mandated City and State licensing and regulations.

Minimum Qualifications

A competitive candidate should have excellent communication skills, and good knowledge of retail operations, or be able to learn quickly. As a Social Impact Retail Associate, you should be highly organized, detailed and possess excellent customer services and care deeply about the success of our diverse vendors, their communities, and their products. The goal for this candidate will be to support revenue generation for Seasoned so that we can continue to provide excellent space and expert services for our community of local food producers.

- Experience working in a professional setting, including retail or small business serving customers and working with teams.
- Good written and verbal communication skills; customer service & interpersonal skills.
- Solid management and planning skills and tools. Collaborative thinking and inclusion.
- Independent, resourceful, and capable of making sound decisions, problem-solve and address questions and issues as they arise.
- Collaborative thinking and inclusion, approaching the work through iterative teamwork and effort.
- Curious, open, and comfortable asking questions, asking for assistance and feedback.
- Good working knowledge of social media and Microsoft programs - Excel, Word, and PowerPoint.
- Appetite for learning new and different areas, people, communities, and experiences.
- Comfortable in fluid, flexible, sometimes ambiguous settings, schedules & responsibilities.
- General knowledge and/or willingness to learn and adhere to all regulations on food, including food safety food security practices and protocols.

Compensation and Structure

A full-time Associate commits to at least 25 hours, up to 38 hours per week and a part time Associate works between 12-20 hours per week. Rotating Saturday shifts are required for all Associates. Depending on experience, part- or full-time commitment and other factors, compensation varies between Associate roles, and is competitive with the retail market rate.

To Apply

Please submit a cover letter along with a brief resume of work history and interests and up to 2 references to kayla@seasonedspecialtyfoods.com. Position will stay open until filled. Thank you for your interest.