

WE ARE HIRING!



Store Manager - Part-Time The Golden Shoestring (Nonprofit Thrift Shop) Start Date: Jan 2026

As Store Manager of The Golden Shoestring, you will lead a beloved, award-winning nonprofit thrift shop where retail meets community impact - supporting sustainable fashion while funding scholarships and grants in our local communities.

The Golden Shoestring has won Best of Westchester Thrift Store for two straight years in a row.

KEY RESPONSIBILITIES

- Hire, train, schedule, and evaluate staff of 5; time tracking, payroll, and scheduling; includes Saturdays and occasional evenings.
- Maintain a welcoming store environment, optimize sales, monitor trends, represent GSS in the community, and assist on the floor as needed.
- Oversee budgeting, POS operations, cash handling, reporting; analyze sales and merchandising; collaborate with the Treasurer and GSS Committee on financial planning.
- Ensure attractive store layout, set pricing, and promotions; manage donation intake; oversee any special sales with our partners (i.e. jewelry/special auction items)
- Community Engagement – Recruit and orient 10+ volunteers, support marketing and social media, collaborate with the GSS Committee on planning store events and initiatives.

QUALIFICATIONS

- 3–5 years of leadership experience (retail or nonprofit preferred)
- Strong sales and customer service background
- Experience managing staff and volunteers
- Organized, proactive, and community-minded with excellent communication skills
- Tech savvy and adaptable to new technologies. Proficient in email newsletters and social media
- Proficiency with POS systems
- Ability to lift up to 40 lbs and work some evenings/weekends
- High school diploma required; Associate or 4 year college degree preferred

POSITION DETAILS

- Reports to: JLWOS Board designee
- Schedule: Minimum 25 hours/week, incl. Saturdays and occasional evening events
- Compensation: Competitive and commensurate with experience, aligned to nonprofit market ranges

