

HARD FEELING MENTAL HEALTH

Job Title: Part-time Store Assistant

Application deadline: Monday, October 29, 2018

Start Date: ASAP

Wage: \$15.00 / 20 hours a week

Work days: Sundays, Tuesday & Thursday evenings, with possibility of additional shift coverage

Organization: Hard Feelings Mental Health is a non-profit social enterprise, opened in September 2017. Our mission is to reduce barriers and increase access to mental health supports through an innovative community of practice. We facilitate the delivery of low-cost counselling and operate a storefront that sells a curated selection of books and resources focused on building stronger mental health

Position Overview: Due to growing demand for this project, we are increasing our hours of operation. This position will cover Sundays and some weekday evening hours, supporting the counsellors and clients coming in for counselling, and customers in the store.

The ideal candidate will have experience working in retail and confidence working in a community-based mental health environment. We are looking for a creative individual who can help us grow our vision for the store and will also be comfortable handling sometimes tough interactions with warmth and respect.

Skills & Experience:

- Experience working in a retail environment
- Cash handling and POS (Shopify) experience
- A passion for books and self-care resources
- Experience sourcing product and managing inventory
- Ability to contribute to social media and other communications
- Knowledge of social enterprise, small business and retail environments
- Understanding of and sensitivity to mental health challenges
- Ability to tactfully and calmly deal with people who may be experiencing emotional distress
- Knowledge of mental health resources in the GTA
- Mental Health First Aid and CPR an asset
- Experience working in a community service and/or mental health organization an asset
- A sense of humour, flexibility and confidentiality are a must!

Responsibilities:

- Manage operations of storefront on Sundays and two evenings per week
- Support counsellors and clients coming in for counselling
- Provide a welcoming space for people seeking support
- Operate POS, manage opening and closing of register and store
- Assist members of the public who browse or shop in the store
- Liaise with community members and other people interested in our work
- Maintain displays and general appearance of store
- Assist with inventory and product sourcing
- Light daily cleaning and some light lifting required
- Other duties as assigned

Note: *This is not a counselling position.*

Application information

Please send your resume and cover letter, outlining why you want to work with us, to **info@hardfeelings.org**

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Additional Information

Hard Feelings Mental Health is an Equal Opportunity Employer. We value having employees whose skills, experience and background reflects the diverse population that we serve.

Pursuant to the Accessibility for Ontarians with Disabilities Act 2005 (AODA), if you require accommodation at any stage of the application process, please contact Kate Scowen at kate@hardfeelings.org so that appropriate arrangements can be made.