



**Position:** Full-Time Store Manager

**Compensation:** Non-Exempt Level position

**Position location:** Woburn Scout Shop (Woburn, MA)

**The Boy Scouts of America, Supply Office has an outstanding opportunity for a motivated, experienced Store Manager in a fast-paced, results-oriented environment.**

**Job Overview:**

It is a very exciting time to be at the Boy Scouts of America! Our program is growing across America and we need exceptionally motivated, capable, and driven people like you. We offer a fast-paced, collaborative environment where each of us contributes to the success of our movement. Come join our organization!

We are seeking a dynamic Manager to join our team. You will oversee and be responsible for the overall sales and net profitability of the Woburn Scout Shop. You will also interface and build relationships with a local Boy Scouts of America Council and associated council camps. You are responsible for building and leading a team to produce in all areas of store operations including but not limited to sales generation, ensuring maximum sales and net profitability goals, operations, merchandising, loss prevention, and employee deployment. Maximum of 40 hours a week, and great for work/life balance!

**The individual in this position:**

- Operates as a front line manager focused on executing store functions through staff members
- Leads a team of Sales Associates to increase sales and provide an enjoyable customer experience
- Helps train and develop a knowledgeable staff of product specialists
- Ensures efficient day-to-day operation of the store through staff scheduling
- Consistently evaluates staff performance and provides feedback and direction
- Oversees store inventory management
- Implements visual merchandising standards
- Issues appropriate counseling and disciplinary action as needed
- Participates in recruiting and interviewing Sales staff
- Provides accurate and timely information to Territory Sales Manager as needed

**Qualifications/ Experience:** The qualified candidate must have:

- 2+ years retail management experience
- 3+ years of retail sales experience
- Excellent customer service, and leadership skills
- Ability to work flexible schedule (days, evenings, and Saturdays)
- Bachelor's Degree preferred
- Knowledge of Scouting Program preferred
- Able to effectively communicate written and verbally
- Able to comprehend basic financial reports and Profit & Loss Statements
- Strong interpersonal and ethical behavior to manage our assets and employees
- Valid Driver's License required

- Proficient in MS Office, Outlook, Excel, Word, PPT
- We offer a competitive salary with excellent benefits

**To Apply:** Qualified candidates should send a resume with a cover letter and salary history via email to: [Resume.supply@Scouting.org](mailto:Resume.supply@Scouting.org) The subject line of the email should include the words, “**Store Manager - Woburn Scout Shop**”. **Additional positions can be viewed on our website at:** <https://www.scouting.org/careers/open-positions/>