

Cashier + Distribution Support

The Iowa Food Cooperative is seeking a candidate responsible for assisting customers in the check-out process and supporting cooperative staff. This position will have an essential role in customer service by ensuring customers have a positive cooperative shopping experience. The candidate will work closely with the cooperative's leadership team, producers, consumers, and volunteer members.

Candidates must value collaboration, communication, possess skills to analyze situations, identify and prevent problems, contribute to solution based thinking, able to see large picture goals of the cooperative while managing daily details essential to the success and growth of the cooperative.

Specific responsibilities (include but are not limited to):

- Assist Distribution Coordinator in distribution processes
- Assist with inventory, displays, pricing, stocking, organization in retail area
- Oversee pop-up markets and special retail hours
- Welcome customers, answer questions, help with any issues or concerns
- Operate point of sale system and other cash register related duties (making change, calculating refunds/adjustments)
- Arrange EBT payments

To be successful in this role you must:

- Possess basic math skills
- Be highly detail oriented
- Have the ability to learn web app and point of sale software
- Be dedicated to customer satisfaction
- Be comfortable working with the general public
- Have strong communication skills via in-person, email, phone, and text
- Maintain store standards for a clean and organized environment
- Work with other cooperative staff and volunteers to complete tasks
- Effectively communicate with other team members
- Adhere to maintenance and safety procedures

Work schedule:

- Up to 20 hours per distribution cycle (about 10 hours per week), including flexibility for evening and weekend work

Work environment:

- Candidates must be comfortable in a fast-paced environment while working with others

Essential physical requirements:

- Sit or stand for long periods
- Occasional lifting, kneeling and step stool use including reaching

Wage:

- Starting at \$15 per hour

How to apply:

- Please send statement of interest and resume to kate@iowafood.coop
- No phone calls or direct messaging please
- Applicants will receive an email acknowledging receipt of material
- The Iowa Food Cooperative is an equal opportunity employer

About Iowa Food Cooperative:

The Iowa Food Cooperative is a 4000+ member cooperative established in 2008. Our members have access to over 1,500 Iowa grown and produced products via our online shopping website. Members order on a bi-weekly schedule and pick-up at several locations across Central Iowa. Our mission is to connect farmers and consumers with a goal of strengthening the local food system; every member, volunteer, and staff person has a key role in making this happen. Learn more at www.iowafood.coop.