



CORNER STORE GENERAL MANAGER

ORGANIZATION OVERVIEW

Matthew 25 is a vibrant, growing non-profit organization. Our mission is to improve the health of people and neighborhoods by investing in quality affordable housing, healthy food, educational opportunities, and community building. Our Cultivate Hope Corner Store breaks down barriers to healthy eating by providing affordable groceries in a food desert neighborhood, offering a section of fresh produce that is completely free, and providing healthy heat-and-eat meals at low prices.

Matthew 25 is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.

To perform this job successfully, an individual must be able to perform each responsibility satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability to be successful.

RESPONSIBILITIES, SKILLS AND EXPERIENCE (include but are not limited to the following)

- Takes ownership of all aspects of the operation and performance of the store; manages controllable costs and is accountable for the financial results of the store.
- Manages the overall operations of the store and strives to create an outstanding customer experience for everyone that walks through the door.
- Works to create a positive store culture of excellence, by coaching, counseling, and holding employees accountable; planning, monitoring, and appraising job results through regular feedback and performance evaluations.
- Fosters a continuous learning culture and develops and delivers training to staff so that they can support the revenue goals and mission of the store.
- Works with suppliers and partners to develop strong relationships.
- Recommend and implement process improvements for increased efficiencies.
- Display and promote company values.
- Collaborates with the Marketing department to create engaging and aesthetically pleasing product displays and in-store merchandising aligned with Cultivate Hope brand standards.
- Collaborates with vendors and wholesalers to oversee the supply chain of goods from, transportation to the store, storage and stocking, and sale to the customer.
- Ensure all equipment is proactively maintained and operational, i.e. refrigerators, freezers, computer hardware and software and HVAC systems.
- Proactively solve problems with a sense of urgency to ensure we can deliver on targets and budgets effectively.
- Caring about economically challenged people and neighborhoods.
- Desire and drive for your work to contribute to an inclusive and sustainable society.
- Excited about our mission and commitment to affordable nutrition for all.

EDUCATION AND/OR EXPERIENCE (include but are not limited to the following)

- 5+ years management experience required; grocery or retail experience is preferred.
- Demonstrated high level of people management and effective communication, problem solving and comfort working with diverse backgrounds.
- Entrepreneurial mindset; comfortable with ambiguity, change and growth.
- Computer literate; comfortable working with Office/Google Drive, POS software and reporting tools.
- Understands the need to use numbers and information to inform decision making.
- Willingness to spend time where the operation needs it including early mornings, evenings and weekends.

PHYSICAL REQUIREMENTS/ WORKING ENVIRONMENT

Work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Standing and/or walking during the entire shift
- Repetitive bending and lifting
- Repetitive grasping, pulling, pushing and twisting
- Occasional reaching above shoulder level
- Occasionally kneeling, squatting, and crouching
- Frequently lifts up to 20 lbs.
- Occasionally lifts up to 50 lbs.

BENEFITS

Benefits include PTO, Health Insurance, Simple IRA match, Short-Term Disability, and paid holidays. Access to Dental Insurance, Vision Insurance, FSA and HSA is also available.