



Store Associate Part-Time

About Crystal Cove Conservancy:

Crystal Cove Conservancy (The Conservancy) is the nonprofit public benefit organization dedicated to the protection, preservation, and sustainability of Crystal Cove State Park, located on the traditional and unceded lands of the Acjachemen and Tongva Tribal Nations. Rooted in saving this rare piece of California's history, Crystal Cove Conservancy and California State Parks have worked together to develop a unique social enterprise model. This model allows Crystal Cove Conservancy to spearhead efforts to restore historic beach cottages, preserve miles of precious California coastline, steward acres of habitat, and develop innovative educational programs that expose our youth and adults to the benefits of science and environmental literacy.

Please visit our website at www.CrystalCove.org.

Job Description:

Status: Part-time seasonal; hours may vary but range between 12-24 hours per week. Applicants must be available to work from 9:00 AM to 5:00 PM or 11:00 AM to 7:00 PM, with availability on at least one weekend (Friday-Sunday) day each week.

Compensation: \$15.00/hour

Reports to: Crystal Cove Conservancy Interpretive Store Manager

Essential Duties and Responsibilities:

- Receive and process new inventory for sale.
- Handle cash and credit card transactions at point of sale.
- Handle customer questions and resolve customer service issues.
- Continually monitor store to replenish inventory and ensure tidy display areas.
- Be initiative-taking in promoting Conservancy memberships, soliciting donations, and sales of opportunity and special event tickets.
- Demonstrate understanding of local history, cottage reservation system, and calendar events.
- Able to lift and move packages weighing as much as forty pounds.
- Participate in trainings and meetings with other staff.
- Work with and assist volunteer staff.
- Follow Covid safety guidelines and enforce safety policies among guests
- Some weekend and evening work will be required.
- Upon job offer, must complete a background check.

Desired Qualifications:

Candidate must be enthusiastic, flexible, able to work well in a team environment, able to operate independently, and must possess impeccable communication and people skills

Crystal Cove Conservancy provides equal employment opportunities to all employees and applicants for employment without regard to race, color, religion, sex, age, disability, or genetics.

