

## Volunteer retail assistant for the Hahndorf Academy Shop

Hahndorf Academy has a shop, gallery, and museum, located in a beautiful heritage building in Hahndorf. Join our friendly team as a volunteer retail assistant and experience the hustle and bustle of this tourist destination in our amazing shop, where we showcase handmade, and SA made art and gifts.

About the role.

This role is suitable for someone who has a passion for art and/or history and who likes meeting people. Experience in a customer-facing role is required and experience with computers is preferred. Our ideal candidate is friendly with a positive attitude, good people and communication skills, smart appearance, and an eagerness to learn. Training is provided working alongside our Retail Manager.

We offer half day shifts of 3.5 hours per week, between Monday and Friday and we welcome people registered with Services SA for the mutual obligation agreement and workskill and we can offer you more hours throughout the week if required.

Volunteer retail sales assistant duties include:

- Greeting customers
- Informing customers about exhibitions and the museum
- Selling products/artworks
- Processing transactions on our point-of-sale system
- Handling cash, EFTPOS, and layby payments
- Light cleaning and dusting
- Gift-wrapping
- Completing end-of-day banking (after training)
- Pricing stock

What's in it for you:

- Be part of a welcoming, supportive community.
- Receive a 20% discount on all items in our stunning shop.
- Experience the vibrant SA Arts sector first-hand at South Australia's most visited regional Art Gallery and museum.
- Indulge in complimentary nibbles and sparkling wine at our quarterly employee/volunteer gatherings.
- Intermingle with emerging and established-career artists and makers.
- Meet new people and give back to the community.

Please contact Hahndorf Academy by email, telling us about your experience and what you are looking for, please include a resume.

[events@hahndorfacademy.org.au](mailto:events@hahndorfacademy.org.au)