**Person Specification for the part-time post of Manager at the Chernobyl Children East Midlands (CCEM) charity shop in Clowne**

* To have good customer service skills as evidenced by successful working in retail.
* To have numeracy, literacy and IT skills suited to the role of a charity shop manager.
* A good awareness of the ethos of charity shops in the UK. This will include an understanding of the roles of the Charity Commissioners and the Trustees of CCEM.
* Support and manage the needs and expectations of volunteers.
* Have good knowledge and practice of Health and Safety in the work place.
* Have the ability to carry out some lifting and moving of heavy and awkwardly shaped items.