

Red Canoe Shift Supervisor

Specialty:

The Shift Supervisor will be responsible for assisting the Red Canoe Manager with store operations, leading staff during evening summer shifts, maintaining a fully stocked store, monitoring inventory, and sustaining store cleanliness. The Shift Supervisor is responsible for creating an environment where campers can live life at its best.

Key Responsibilities:

- Executes store operations during scheduled shifts. Facilitates opening and closing duties.
- Anticipates customer and store needs by evaluating environment. Communicates information to manager so they can respond accordingly.
- Contributes to a positive team environment.
- Delegates Barista's responsibilities.
- Creates a positive learning environment by providing clear, specific, and time efficient coaching and feedback to staff.
- Responsible for maintaining product quality consistently for all customers. Giving clear correction when quality is compromised.
- Follows all cash management and cash register procedures given by manager.
- Maintains regular and consistent attendance and punctuality
- Provides consistent quality beverages and food for customers
- Follows health and safety sanitation guidelines
- Responsible for inventory of merchandise, clothing and food/coffee supplies
- Supervises store when Manager is absent
- Develops new product pages on webstore as well as updating inventory as needed
- Responsible for both delegating and participating in store cleanliness tasks
- Assists with new summer staff training
- Maintains a well stocked store

Required Knowledge, Skills and Abilities:

- Ability to direct the work of others
- Ability to learn quickly
- Effective oral communication skills
- Knowledge of retail/food/coffee environment
- Strong interpersonal skills
- Ability to work as part of a team

Physical Requirements:

- Must be able to lift 60lbs
- Frequently required to operate and climb a ladder
- Required to stand for long periods of time