



Job Title: Floor & Stocking Associate

Status: Full Time, hourly position

Salary Range: \$16-\$18 per hour, commensurate with experience.

About the Community Food Club:

The Community Food Club is a nonprofit grocery store serving Kent County residents at or below 200% of the federal poverty level. We foster community and provide a dignified shopping experience that is rooted in the belief that all people should have access to healthy foods in a grocery store setting.

Mission: An innovative and dignified approach to food security rooted in consumer choice, member participation, and access to healthy foods.

Values: Community, Member-Centered, Evaluation, Dignity, Health, Equity, Consumer Participation, Collaboration

Commitment to Diversity:

Diversity, equity, and inclusion are central to our mission and our impact. The Community Food Club exists to provide a culturally appropriate, dignified shopping experience for all Kent County residents faced with food access challenges. We recognize that we have much to learn and know that it takes a multitude of perspectives to ensure our mission is achieved.

We honor the characteristics, traits, and experiences that make each person unique and are committed to creating environments that make all people feel welcomed, supported, valued and meaningfully engaged.

Essential Functions Include (but are not limited to):

Floor Associate Duties:

- Provide support at Membership Services Desk by processing new membership payments, registering and orienting new members, and assisting members with questions related to the store or membership.
- Provide support at the Check-In and Check-Out stations when needed.
- Support the Food Club Staff with opening and closing procedures.
- Assist Food Club Volunteers with tasks or questions, particularly if the Grocery Coordinator or other staff members are not available.
- Provide a consistently positive customer experience for all Food Club Members.

Stocking Duties:

- Assist the Executive Director and Grocery Manager with ordering from Feeding America and other CFC Vendors.

- Assist in receiving, unloading, and stocking of merchandise.
- Fill and organize product on merchandise shelves, displays, and cases.
- Drive the Food Club refrigerated truck to pick up food product from various vendors as necessary.
- Communicate with Grocery Manager if any products or supplies need to be ordered.
- Handle spoiled and/or damaged products according to rules and regulations
- Maintain clean, organized, and efficient back room.

Position Requirements:

- Must be age 18 or older.
- Ability to speak proficiently or fluently in Spanish and English.
- Must be able to work independently.
- Must be able to stoop, kneel, bend, twist, turn, push and pull, reach overhead, as well as lift and carry a minimum of 50 lbs.
- Must have the manual dexterity to grab, grip, hold, pour, tear, cut, sort and reach.
- Must have a current driver's license and be willing to drive the Food Club truck as needed, no Commercial Driver's License is needed.

Compensation and Details:

This is a full-time position. We offer support for professional development and a driven, highly collaborative, supportive work environment.

Benefits: Health, Dental, Paid Time Off, Retirement Match

Schedule: Monday – Friday 8am-5:15pm

- One-hour lunch included
- Communicate with Executive Director for any schedule changes.

The Community Food Club does not discriminate in employment on the basis of race, color, religion, sex (including pregnancy and gender identity), national origin, political affiliation, sexual orientation, marital status, disability, genetic information, age, retaliation, parental status, military service, or other non-merit factor.