



ReStore Director

Salary: \$50,000 annually

FLSA Status: Non-Exempt

About the Opportunity

Sumter Habitat for Humanity is seeking an energetic, mission-driven **ReStore Director** to lead the daily operations and long-term success of our nonprofit home improvement retail store. This leadership position is responsible for driving sales and donations, managing staff and volunteers, building community partnerships, and ensuring outstanding customer service while generating revenue to support affordable housing in Sumter County.

Key Responsibilities

- Lead all aspects of ReStore operations, including retail, warehouse, merchandising, inventory, and facilities.
- Develop strategies to increase donations, sales, and profitability.
- Recruit, supervise, coach, and evaluate employees and volunteers.
- Build and maintain relationships with businesses, contractors, retailers, churches, civic organizations, and community partners.
- Collaborate on marketing, promotions, community outreach, and special events.
- Develop and manage the annual operating budget while monitoring financial performance.
- Ensure excellent customer and donor experiences.
- Maintain compliance with OSHA standards, organizational policies, and safety procedures.
- Prepare operational and financial reports and participate in organizational leadership planning.

Qualifications

- Bachelor's degree in Business, Retail Management, Nonprofit Management, or a related field preferred (equivalent experience considered).
- Minimum of three years of leadership experience in retail, nonprofit, warehouse, construction supply, home improvement, or related operations.
- Strong leadership, communication, customer service, and organizational skills.
- Experience with budgeting, financial management, and achieving operational goals.
- Proficiency with Microsoft Office and retail point-of-sale systems.
- Passion for community service and the mission of Habitat for Humanity.

Preferred Experience

- Nonprofit leadership
- Volunteer management
- Building materials, construction, or home improvement retail
- Merchandising and inventory management



Physical Requirements

Must be able to work in a retail and warehouse environment, stand for extended periods, and safely lift up to 50 pounds.

Benefits

- Starting salary: **\$50,000**
- Sunday & Monday Off
- Paid holidays
- Five days of Paid Time Off (PTO)
- Opportunity to make a lasting impact in the Sumter community

Pre-Employment Requirements

Employment is contingent upon successful completion of a criminal background check, sex offender registry check, drug screening, employment verification, and other job-related screenings as permitted by law.

To Apply

Please email your **cover letter, resume, and three professional references** to theresa@habitatsumter.org with "**ReStore Director**" in the subject line.

Applications will be reviewed on a rolling basis until the position is filled.

Sumter Habitat for Humanity is an Equal Opportunity Employer and welcomes applicants from all backgrounds who are committed to serving our community