

Trading Post General Manager

Now hiring for a Trading Post General Manager for Mitigwa Scout Reservation in Central Iowa. This is a seasonal 7-week position and requires the individual to take up residence at the camp. This position is for both Scouts BSA Resident Camp and Cub Scout Resident Camp starting June 3, 2020 and ending July 20, 2020. Room & Board included. No BSA experience required, we can teach you all you will need to know!

Position: Trading Post General Manager

Reports To: Camp Director

Supervises: All Trading Post Staff

Objective: To meet the needs of Scouts, unit leaders, volunteers, staff, and visitors to make their stay enjoyable.

Essential Functions: Must be at least 21 years old and able to effectively communicate, and clearly understand oral and written English. Possess superb leadership and managerial capabilities and have a high degree of personal integrity and dependability.

Specific Responsibilities: Develop a trading post operation that will provide campers and leaders an enjoyable and meaningful camp experience and meet the budget expectations of the camp. Specific responsibilities are:

- Supervise, train, and motivate the trading post staff
- Assist in camp orders of inventory and supplies
- Prepare daily cash reconciliation for cash transfers
- Maintain adequate inventory as needed through the Summer Camping season
- Respond to requests from campers and adult leaders
- Maintain Physical Inventory Weekly
- Insure Trading Post operations meet all BSA, State and local laws and Health requirements
- Maintain the cleanliness of the trading post areas
- Any other duties assigned by the camp director.

Job Types: Temporary, Internship

Salary: \$2,400 for the season

Experience:

- Retail Experience