



## Emmaus Village Carlton – Online Sales Assistant

### About the opportunity

We are actively looking for volunteers with online sales experience to contribute to the online sales activity of our social enterprise. We are extremely fortunate to receive a wide variety of donations and we decide where best to sell these to maximise our income – whether that be in our shops or online.

### About Emmaus Village Carlton

Emmaus Village Carlton (EVC) is a forward-thinking charity based in north Bedfordshire offering support to formerly homeless people. We offer Companions (our Residents) a home, as well as meaningful work in one of our social enterprises. EVC is linked to an international charity but operates independently.

We're located on the outskirts of the village of Carlton - 10 miles from Bedford and on the border of Northamptonshire and Buckinghamshire, less than 20 miles from Milton Keynes.

The Community (site) consists of a Bistro, and a range of shops that gives visitors the chance to browse, shop, eat drink and relax – all in the peaceful surroundings of the lovely Bedfordshire countryside.

To Emmaus, Volunteers are an essential resource and make a vital contribution to Emmaus' commitment to help disadvantaged people. At Emmaus, loyalty to our Companions, Volunteers and ensuring loyalty from our customers will never not be a priority!

### More information

- Ideal skills: **Enthusiasm!** Online sales experience; ability to work as part of a dedicated team; good organisational skills; attention to detail; ability to work on your own initiative; highly motivated; positive, flexible approach.
- Role includes: Packing sold items to our high standards; researching a wide variety of unusual items, checking their condition and value; photography; listing items online
- Where: Emmaus Village Carlton, School Lane, Carlton, MK43 7LQ
- When: Tuesday to Sunday, a full day or a half day shift per week
- Shifts: Normal shifts are 9.30-1.30 and 1.30-4.30. A full day shift is 9.30-4.30. Flexibility can be discussed at interview.

### What are we looking for?

Ideally, we need people who can donate at least half a day per week.

We already sell on eBay but would be interested to receive applications from anyone with experience of selling on Depop. This will be a new venture for us and is an exciting project for the right person to really make their mark.

All relevant training will be provided along with a full induction and paid travel expenses. If you are volunteering for a full day, you can get a voucher for 50% off a meal at the Bistro or can have lunch in the Companions' dining area for £2.

A basic DBS check will be required.

### Contact information

- Email: [recruitment@emmausvc.org](mailto:recruitment@emmausvc.org)
- Phone: 01234 720826
- Website: [www.emmaus.org.uk/village-carlton/](http://www.emmaus.org.uk/village-carlton/)
- Post: Emmaus Village Carlton, School Lane, Carlton, Bedfordshire, MK43 7LQ