

Shift Lead, Inspired Coffee

Inspired Coffee is more than a coffee shop. It is a social cause – a business with a mission that employs people with intellectual, developmental, and physical disabilities as trainees, and we train, coach and, over time, help them secure community employment. Come join the team, impact the lives of people with disabilities, and spread our message of hope and inclusion.

Looking for a one-of-a-kind opportunity? The Shift Lead at Inspired Coffee is responsible for assisting all trainees with their vocational development and personal growth and assisting the General Manager with day-to-day operational tasks such as opening/closing the coffee shop, general cleaning and restocking, and performing all duties outlined in the job descriptions of the Inspired Barista/Cashier. This is a year-round position with weekend availability required.

Why Work for Us?

- \$17.00 per hour
- Enjoy coming to work every day knowing you have made a difference in the lives of people with disabilities
- Be part of a mission, not just a job! Check us out online – www.inspiredcoffee.org.

Are you Intrigued about this opportunity? Apply today!

Responsibilities:

- Manage shifts when the assistant manager and general manager are not on the floor, including but not limited to properly deploying employees for maximum shift efficiency, instructing employees when to take their breaks, and being the “go to” person when questions or needs arise of either employees or customers.
- Assist the General Manager and Assistant General Manager with back-office tasks when needed, such as ordering products or assisting with scheduling.
- Make sure the coffee shop is prepared for all shifts, including overseeing daily cleaning routines, freezer pulls, inventory checks, etc.
- Hold a key to the restaurant.
- Open the restaurant without any assistance.
- Count tills and pull deposits on a regular basis.
- Training employees on new tasks that they can learn in the restaurant.

Education/Qualifications:

- Experience – Required: Two-Three years of customer service experience in a fast-paced environment.
- Education: High school diploma or equivalent.
- Weekend availability is required.

Physical Requirements and Working Conditions

- Work primarily on your feet in a coffee shop environment.
- Occasional lifting of inventory and product up to 20 lbs.
- Providing fast-paced, friendly service and assistance to customers.
- Patiently work alongside our trainees
- Leading the team on the floor by following deployment guides to ensure an efficient working environment.

