

## Teen Volunteer Responsibilities: Friends Labor Day Sale 2019

### **Floor Support**

- Offer shopping basket to customers carrying multiple books.
- Assist customers in finding books.
- Keep table top books categorized and arranged. (May need to return to appropriate location those books customers left elsewhere.)
- Add hardbacks from floor to tables. Take empty flats from floor to front of room for removal.
- Add books from additional boxes in back room to category when space becomes available.

### **Counter/Bagger**

(May be separate or combined jobs depending on volume)

- Separate types of books for ease in tallying purchases.
- On preprinted slip, record items purchased.
- Total customer's purchases and give the slip to customer to take to cashier or Credit/Debit.
- Store books that customers can't carry and label with name.
- Bag/Box purchases.