

Job Position

Sales Associate – High Desert Scout Shop Scout Shop (Part Time)

Position: Sales Associate

Open date: 04/01/2026

Position location: High Desert Scout Shop
5841 Office Blvd, Albuquerque, NM 87109
(505) 345-3256

Position Overview

Scouting America has an outstanding opportunity for a motivated, outgoing person.

This position contributes to the successful daily operation of The High Desert Scout Shop by interacting with BSA customers to provide help with merchandise and program specific products.

Recommends, selects, and helps locate merchandise based on the customer's needs.

Assists customers with merchandise selection and completes sales transactions using a POS (Point of Sale) system.

Receives inventories products, and stocks merchandise.

Maintains the store's appearance by cleaning shelves, counters, or tables.

Supports store promotions through local councils.

Accounts for cash receipts and safeguards cash.

Responsibilities

- Provides excellent customer service in the store and on the phone.
- Processes customer orders through the Point of Sale (POS) system.
- Maintains a stocked, organized, and clean store.
- Opens and closes the store as directed by management using the prescribed policies and procedures.
- Safeguards BSA monies and merchandise.

Education

High School Diploma or equivalent preferred

Qualifications

- 1+ years of retail sales experience – but will train
- Knowledge of Scouting program preferred
- Good communication and customer service skills (speaking, listening, and writing)
- Must be available mornings and afternoons

Benefits

- 401(K)
- Health Insurance
- Vision Insurance
- Dental Insurance
- Life Insurance
- Paid Time Off
- 40 hours a week maximum
- Store Discounts
- Employee Assistance Program
- 12 Paid Holidays

To apply, contact Randy Vonderhaar at Randy.Vonderhaar@scouting.org or (505) 345-3256.