



Position Title: Reuse Specialist

Home Resource is a non-profit community sustainability center with a mission to reduce waste and help build a more vibrant and sustainable local economy through building materials reuse, providing meaningful work opportunities, and educational and Zero Waste programs.

Home ReSource is seeking a Reuse Specialist to join our organizational team. The reuse specialist will learn and employ a wide range of skills from sorting, processing, and stocking, building material identification and basic construction to reuse in a business that engages community while contributing to a sustainable economy. The ideal candidate will work to further the mission, vision, and culture of Home ReSource, operate cooperatively and safely, communicate positively, and be excited to learn with and contribute to our growing organization.

Basic Activities: Evaluating donated materials according to current acceptance policies; processing, sorting, and stocking public donations; maintaining orderly and safe storage of materials, work spaces, and equipment; safe conduct of self; move materials throughout the store and to assist customers; answering questions regarding material availability, location, and the mission of the organization.

Essential Qualifications: Work as a team member across all aspects of the organization; ability to interact with people of diverse cultural and economic backgrounds in a respectful, positive manner; remain calm and positive in a fast-paced work environment; remain aware of safety concerns and make safe choices in changing conditions, uneven ground and irregular storage facilities; ability to safely lift bulky and heavy items; commitment to resource conservation; willingness to work hard and learn new skills; commitment to the organizational mission; and ability to work independently and as a team. Successful applicants will be required to comply with policies outlined in the Home ReSource Employee Manual.

Preferred Qualifications: Experience in customer service in a busy retail environment; knowledge of construction materials and techniques; experience with forklift and power tools operation; building materials use and practices; basic computer programs and Point of Sale. Ability to prioritize tasks and direct self and others to work toward big picture goals; excellent people skills; strong written, verbal and math skills; state of MT driver's license.

Hours/Week: 30 to 40 hours/week, preference to those who can commit to Saturday and/or Sunday

Benefits: Generous paid vacation and holidays, paid family medical leave time, dental & vision insurance, additional wellness benefits, simple IRA Match or HSA Contribution, sustainable commuter benefit, up to 12 paid community volunteer hours per year, staff appreciation activities and meals, chance to work with great people in values-based, triple bottom-line business that works to reduce waste and build community, consideration for advancement into new positions in our growing green business, and more.

How to Apply: Submit a resume and cover letter or application to simon@homeresource.org by March 18th. No phone calls please.

In order to provide equal employment and advancement opportunities to all individuals, employment decisions at Home ReSource will be based on merit, qualifications, and abilities. Home ReSource does not discriminate in employment opportunities or practices because of race, color, national origin, religion, sex, sexual orientation, gender identity, gender expression, age, marital status, military status, or mental or physical disability.

Home ReSource is committed to providing a safe environment that is free of discrimination and harassment. It is against Home Resource's policy to engage in verbal or physical conduct that denigrates or shows hostility or aversion toward any individual because of their race, color, national origin, religion, sex, sexual orientation, gender identity, gender expression, age, marital status, military status, or mental or physical disability.