



# JOB DESCRIPTION

Title: **MERCHANDISE DIRECTOR**

This position requires creativity and strong communication skills. The position is responsible for working with the owners, Assistant Merchandise Director, and buyers to identify trends/visual direction for the company and then to communicate this to Store Managers and Merchandisers who will execute the vision.

## **Coordinate Visual Direction for Company**

- Collaborate and communicate with buyers, managers and merchandisers to co-create exciting store environments
- Assist in communicating evolutions of stories to merchandisers, managers and senior staff
- Identify concepts that evolve at stores
- Assist in identifying/defining SKUs key to sales and compounding inventory
- Employ strong leadership and communication skills to engage and motivate team

## **Direct Merchandisers**

- Mentor merchandisers from all stores
- Confirm support staff at each store, assist in training, and expand staff involvement/abilities
- Encourage team efforts to maintain store presentations and manage backstock
- Promote company guidelines for display/reinforce vision
- Communicate seasonal timelines and schedules
- Assist in planning large floor moves & communicate extra staffing needs
- Evaluate performance of stores & communicate to managers & merchandisers
- Promote individual accountability at store level

## **Misc.**

- Demonstrates leadership by advocating for areas of responsibilities, clearly communicating needs/goals, applying knowledge to positive problem solving
- Work on “extra” Patina projects that require staging, design work, etc.
- Assist in special projects, maintenance, clean-up and reorganization as needed
- Follow store policies, security procedures and COVID preparedness plan
- React timely to fast-paced, changing retail environment
- Additional schedule availability required during retail holiday seasons

**Requirements:** Previous merchandising experience, strong visual aesthetic, good spatial relations, excellent communication, and ability to prioritize. Ability to stand for entirety of shift, repetitively bend/lift/reach/twist, go up/down stairs to retrieve merchandise, and lift/move up to 40 pounds. Willingness to work on ladder. Manual dexterity to run the point of sale registers. Ability to travel between locations.