

VANCOUVER CHINATOWN FOUNDATION

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Job Title: Retail Associate

Position: Type: Full-time, in-person (Wednesday to Sunday, 9:15 am–5:15 pm)

Reports to: Manager, Foo Hung Curios & Chinatown Vintage

Location: Chinatown Storytelling Centre: Foo Hung Curios & Chinatown Vintage

Role Overview

Do you love connecting with people, celebrating culture, and being part of a vibrant community? We're on the lookout for a friendly, enthusiastic Retail Associate to join our team at Foo Hung Curios and Chinatown Vintage!

This isn't your average retail role; it's a chance to work in two unique shops that celebrate heritage, creativity, and style. At *Foo Hung Curios*, our beautifully curated gift shop, you'll help share stories through art, stationery, jewelry, and home goods. At *Chinatown Vintage*, you'll be part of the excitement of giving new life to one-of-a-kind clothing and accessories.

Responsibilities

Foo Hung Curios:

- Welcome and assist visitors with warm, memorable customer service
- Process in-store and online transactions with care
- Help with unpacking, labeling, and thoughtfully merchandising new arrivals
- Support the Store Manager with day-to-day operations and admin tasks

Chinatown Vintage:

- Carefully sort through and process incoming donations with an eye for quality and detail
- Research and price unique clothing finds
- Create fresh, eye-catching displays to showcase our vintage collection
- Guide customers in uncovering hidden gems and one-of-a-kind pieces

Qualifications

- You're a people person: warm, approachable, and a great communicator.
- You're organized and detail-oriented, with a knack for juggling tasks smoothly
- You have experience in retail, hospitality, or cultural/community spaces

Background

The Vancouver Chinatown Foundation is a registered charity founded in 2011 to honour a culture and community established in Vancouver over 100 years ago, and is dedicated to building a more resilient and inclusive community by promoting the well-being of those in need while preserving Chinatown's irreplaceable cultural heritage. We have a vision of a prosperous, vibrant, and inclusive Chinatown, where people come to live, work, and play. The Vancouver

Chinatown Foundation's efforts to revitalize this important neighbourhood are grounded on three interconnected pillars: physical, commercial & cultural revitalization.

What we offer

- Extended health care
- Paid time off
- Store Discount
- Meaningful work with a social purpose
- The potential to develop your position and professional goals

Working at the **Vancouver Chinatown Foundation** is about joining a dynamic, passionate team focused on creativity and innovation to revitalize Chinatown in the city of Vancouver.

This is a full-time and in-person position with working hours from Wednesday to Sunday, 9:15 am-5:15 pm. Occasional evening shifts may be required to support special events.

Salary: \$40,000-\$45,000