



Warehouse Operations Manager

Full-Time, Hourly Position

Christ In Youth
2201 N. Main St.
Joplin, MO 64801
417.781.2273

Purpose: This role will oversee daily operations of the CIY warehouse building.

Missional Alignment: Call youth to Christ and into a life of Kingdom Work through the local church by facilitating key production functions that are critical to efficient event execution.

Reports to: Production Operations Team Lead

Primary Responsibilities

1. Oversee Daily Operations: Direct and manage all end-to-end warehouse processes, including receiving, pulling, returning, storage, packing, staging, and shipping of gear, programming, and merch.
2. Workflow Optimization: Continuously evaluate warehouse flow and layout to identify bottlenecks and implement strategies for increased efficiency, reduced transit times, and maximized storage capacity.
3. Inventory Accuracy: Maintain inventory accuracy through scheduled counts, regular audits, and swift reconciliation of discrepancies.
4. Team Leadership & Development: Onboard, train, and supervise a team of warehouse staff, while leading, coaching, and developing them through warehouse tasks.
5. Communication & Scheduling: Track key deadlines and keep all parties updated.

Time

1. 40 hours/week, Joplin-based.
2. Seasonal peaks in hours worked.
3. Standard office hours of 8-5 are expected.
4. (1 hour lunch break)

Benefits:

As outlined in the Policy Manual and Contract.

Cultural Expectations

At CIY, we uphold the following attitudes under the banner of Servant Leadership Theory. These attitudes are our guiding principles, and we are passionate about living them out in our work.

1. **Live by the Spirit** - Galatians 5:22-26; Philippians 2:1-5; 1 Corinthians 2:3-5
2. **See the Imago Dei** - Genesis 1:26-27; Romans 8:29; Ephesians 4:22-24
3. **Own our Outcomes** - Colossians 3:23-24; Galatians 6:4-5; 1 Thessalonians 4:11-12; Ephesians 4:2-
4. **Collaborate with Purpose** - Ecclesiastes 4:9-10; 1 Corinthians 12:14-21; Romans 12:4-5; Proverbs 15:2
5. **Play it Forward** - Proverbs 17:22; Ecclesiastes 3:12-13; Psalm 126:2; Romans 12:11; Philippians 4:4

These five attitudes are our foundational values, and we are committed to upholding them in all that we do. At CIY, we are proud to work in an organization that embodies these attitudes, and we invite all our staff to sign this document and join us in this pursuit of excellence.

APPLY:

To apply, please email a resume to ciyhr@ciy.com