

Bookseller/Events Assistant

Fountain Bookstore has been in business since 1978 serving the Metro Richmond, Virginia Community locally and our customers worldwide online.

Fountain Bookstore's Just Cause Statement

We exist to create experiences of joy, discovery, laughter, and connection in person and online and in any other ways we can think of with as many different people as we can and as deeply as we can.

We do this by encouraging and rewarding the authentic expression of passion, values, and ideas of our staff members and customers alike.

By doing this, we believe that we make the world a better, kinder, more inclusive place and hope to inspire others to do the same.

Part-time bookseller position of 25-32 hours per week available starting immediately.

This is not a temporary position.

We are looking for someone who would like to be with Fountain for a while.

Must love people.

Must love books.

In that order.

Must be able to lift boxes over 40 pounds regularly.

This is a fun job but can be fairly stressful at times. It is not a job for someone who thinks they will be able to sit and read all day. We work hard.

The pay is modest and beginning pay will be determined by applicant's level of experience.

Parking is paid. Most books become free.

People with retail or restaurant experience preferred.

Complete comfort with technology is a must as is ownership of a working smartphone. All Fountain bookseller positions are very tech-heavy.

Must work most weekends.

Requesting time off between the Friday after Thanksgiving to December 24 is not an option.

Must read contemporary authors, not so many dead ones.

If you look at your bookshelves at home and say "I see dead people" this job is not for you.

No wallflowers.

Must apply via email to info at fountainbookstore.com Subject Line: Part-Time Resume

For the love of all that is holy, DO NOT SEND AN INSTAGRAM OR FACEBOOK MESSAGE OR TWEET regarding this position.

Or call.

We are very serious.

We will not hire anyone who does this.

No exceptions.

If you have questions regarding the position, please put them in the email with your resume attachment.

Job duties will be determined based on level of current experience, but will include at a minimum:

Customer service

Receiving

Shelving

Processing special orders

Writing and posting reviews

Posting events listings on our website and other platforms

Creating content about events for posting

COVID addendum:

We are currently closed for browsing and will remain so until all staff is vaccinated. If an applicant has not been vaccinated, they must show proof of registration to be vaccinated. We require a recent negative COVID test to start work. If moving from another location to Richmond for the position, we will need to discuss possible quarantine before starting to work with other staff members.