



## HUMMINGBIRD BRIDAL STUDIO : JOB SPECIFICATION AND DESCRIPTION

**Position:** Contracted Bridal Stylist

**Start:** As soon as possible

**Contract:** 8 Hours Minimum/week - over time available (Seasonal). Minimum 2 days per week, shifts varied, busy seasons can expect 3-5days per week on agreement subject to suitability. Weekend/Weekday shifts depending on requirements weekly. Training will be provided. Additional dates for wedding fairs, events and campaigns are subject to arrangement and will be required. Lots of room for growth and longevity - Potential for quick role enhancements based on suitability.

**Pay:** £11/hour + commission

*Hummingbird Bridal Studio, Sheffield, is seeking two reliable and experienced Store Bridal Stylists to start as soon as possible on a contract basis, with strong potential to grow within this expanding independent bridal boutique. Individually, we are looking for a fun, fashion conscious, lively individual for this colourful role which includes key holder responsibilities and emphasis on Stylist duties! We are looking for a candidate who is casual in nature who moulds well with others, but can also show great business etiquette and professionalism. Training will be provided however, the stylist should have a keen eye for style and existing passion for bridal, and should reflect the polished branding and ethos of the store. Hummingbird is proud to have established a strong Social Media following, and this interaction and marketing plays a huge part within this role; we want to emphasise that the candidate will take a team role in coming up with content / artwork ideas as well as being within content on a regular basis (Dress up time!) therefore we need an individual who knows this area/technology and is comfortable being in video/photo content. Working within a luxury bridal boutique is not your average position and personality is key! You must be personable, energetic and upbeat, but also have focus and motivation to ensure smooth running of the store either as a team or independently. Within the studio, you will also be expected to pitch in with 'housekeeping'; duties on the shop floor and behind the scenes as with any stylist role to ensure a luxurious and flawless aesthetic is upheld to delivery results. Within the role, you will be required to execute broad knowledge of product and express understanding of cut, fabrics and overall design so a flare for fashion design as well as thirst for knowledge and expanding education in this area is essential. This isn't purely a selling or admin role, we are looking for a candidate who is interested in learning the inner workings of a bridal business and has the acumen for striving to develop to ensure the best possible experience for our brides; someone who is ready to roll their sleeves up but also ready to have some fun! Candidates must be extremely flexible in both weekly hours/days workable, and willing to carry out a vast array of responsibilities regularly. This role does require some heavy lifting of gowns and boxes at times. The role responsibilities and hours can all be discussed and tailored for the right candidate.*

### **Essential Qualities :**

- Retail experience in Fashion, Styling or Bridal
- Reliable and extremely flexible in working hours and days
- Commitment to attendance at external events such as wedding showcases and marketing events
- Trust worthy – key holder
- Able to work Saturday and Sundays if and when required
- Able to work extremely flexibly weekdays if and when required
- Organisational skills
- Ability to learn new skills and knowledge very quickly and efficiently
- Punctual and expert time management
- Computer skills – basic experience on systems such as email, Microsoft word and Excel

- Social media skills + editing
- Vivacious and energetic – a personable character is key within this customer centred role
- Motivated – this role requires stamina and self-motivation for long hours. Bridal gowns can be heavy!
- Ability to use own initiative is hugely important and forward plan without requiring micro management
- A clean and tidy individual who can maintain good working environment to reflect luxury store
- Be confident in sales and helping the bride to a decision, without being pushy
- Excellent understanding of fashion, textile and garment technologies
- Be detail oriented and a good communicator
- You must love customer care and be passionate about assisting customers during this magical time
- Team player

**Desired Non-Essential Qualities:**

- Educational certifications and or experience in business/marketing and Fashion related subjects such as Fashion Design, Textiles or Fashion Business/Marketing
- Management experience in fashion related role
- Knowledge of and experience in the wedding industry
- Experience in Bridal
- Experience in supervisory roles

**Job Description:**



This role is highly flexible, as are the hours. To a certain extent, the hours worked will be scheduled around the deliverables and as much autonomy will be provided over that as possible. It's a team-playing position and we'll work in partnership with emphasis on communication and split management of processes.

Responsibilities include, but are not limited to:

- Developing your encyclopaedic knowledge of the gowns in the boutique and how they can be tailored and amended to suit the bride's unique requirements
- Building relationships with our designers and suppliers
- Carrying out sales appointments solo or as team – includes styling and dressing of the customer using appropriate pinning and fitting techniques
- Taking measurements proficiently and precisely in order to correspond with sizing charts and advise clients professionally for final orders
- You will be a key holder and can responsible for the lock up and open of store at times
- Carrying out collection appointments with confidence offering full fit information in accordance with training
- Immaculate QC of gowns, including steaming and prepared for pick up – Steaming of stock in store will also be a duty
- Merchandising in store and shop windows
- Management of the boutique and shopfront, ensuring the space is cleaned and tidied daily, health and safety is adhered and studio maintains appealing and 'shoppable' state at all times
- Cleaning responsibilities include but not limited to Hoovering, mopping, dusting of all surfaces, dusting and appropriate care of accessories/POS, cleaning of toilet facilities, pot cleaning etc.
- Working with the owner to manage stock, identifying sample gowns and range gaps, providing feedback as to how we can evolve and grow vs customer experiences and sales trends
- Placing orders
- Liaising with brides and managing bookings via emails, telephone or face to face
- Liaising with recommended seamstress' regularly and understanding alterations processes in full
- Increased hours from time to time for events or busier periods
- Low season months may see decrease in hours however admin, social media and store duties may increase
- Other duties will include items such as Social Media strategy and support, marketing and accountancy assistance, team strategy talks to come up with future moves for advertising and potentials

- Filing and paperwork will be essential in this role; correct computer input will be crucial. Strong emphasis on data protection and discrete treatment of higher profile clients where applicable
- For the right candidate, the role can be tailored accordingly
- Payments and systems involving moneys inclusive of invoicing within trade and sales

**What we can bring:**

A very flexible, fun and unique working environment. Full training and support. An extremely rewarding and positively challenging role, where working patterns can be moulded to suit as far as possible. This commitment but could absolutely lead to increased hours and a permanent upper position. This is a collaborative role with the owner where open, honest communication is always promised. We are looking for a member of the team who will feel like part of the family, with a potential to grow with us as Hummingbird Bridal Studio enters an exciting expansion.

**To apply:**

Email Rebecca at [info@hummingbirdbridalstudio.com](mailto:info@hummingbirdbridalstudio.com) highlighting what appeals to you about the role, what you're looking for and your CV. Contact will be made following of receipt of application please check junk inbox if you do not hear following closing date and email us if you still have not received any contact. Closing date 29/02/24 subject to campaign response extension may occur if deemed necessary but we are looking to fill this space asap. Should you be successful to the next stage, this will include a one on one interview in the studio with practical tasks based upon role duties.