

# ST. ISIDORE SCHOOL CHILDREN'S CLOTHING & EQUIPMENT RESALE

## Volunteer Instructions for Using My Sale Manager (MSM)

In order to register to volunteer at the St. Isidore School Children's Clothing & Equipment Resale, please use the following steps:

1. Go to the Resale website at [www.IsidoreResale.Weebly.com](http://www.IsidoreResale.Weebly.com)
2. Click on the tab that reads "VOLUNTEERS"
3. Click on the button that reads "WORKER REGISTRATION FOR NON-CONSIGNORS"
4. Click on the link next to "Need to Register As A Worker"
5. Fill in the required information on the New Worker Registration page, then click on "Submit"
6. Once registered, please review the available shifts in My Sale Manager. Descriptions are next to each shift.
7. Some shifts are specific to Resale Committee members only, but most shifts are open to anyone. You are welcome to select any open shifts. However, there are several shifts that are specific for St. Isidore School (SIS) Parents.

Please remember that SIS Preschool and Kindergarten families are expected to work one 3-hour shift at the Fall/Winter Resale and one 3-hour shift at the Spring/Summer Resale.

**Don't forget**..... ALL Volunteers benefit from early shopping during the Presales Friday afternoon and Saturday morning before the doors open to the public! Working one 3-hour shift qualifies you to shop the Pre-Sale at 4:00 pm on Friday. Working two 3-hour shifts qualifies you to shop the Pre-Sale at 3:30 pm on Friday. All volunteers can shop the Saturday Presale from 8:00 am – 9:00 am.

Please note that we have a Clean-Up shift on Saturday from 12:30 pm-5:30 pm. This 5-hour shift counts as two shifts which qualifies volunteers to shop the earlier Pre-Sale at 3:30 pm on Friday. Children ages 12-17 are permitted to work on Saturday afternoon with a parent or guardian present.

Resale e-mail address: [ChildrensResale@saintisidoreschool.org](mailto:ChildrensResale@saintisidoreschool.org)

**Thank you for your support of the  
St. Isidore School Children's Clothing & Equipment Resale!**