

Purpose: The Micro Space Planner is responsible for optimising the layout and product placement within our convenience and large stores to maximise sales, reduce waste, and enhance the customer shopping experience. This role uses data-driven insights to create and implement effective planograms that are tailored to the specific needs of each store, ensuring alignment with our co-operative values and strategic business pillars

- **Reporting To:** Senior Merchandising, Technology & Analytics Manager
- **Essential skills and experience:**
 - Data Analysis: Proven ability to analyse sales data, customer trends, and store performance metrics to inform space planning decisions.
 - Retail Merchandising: Strong understanding of retail principles, including product adjacency, seasonal trends, and promotional activities.
 - Problem-Solving: Excellent analytical and problem-solving skills, with the ability to identify opportunities and create effective solutions.
 - IT Proficiency: Competence in using space planning software (e.g., Symphony, JDA/Blue Yonder, Spaceman) and Microsoft Excel.
 - Communication: Clear and effective communication skills, able to present findings and recommendations to various stakeholders.
- **Qualifications:**
 - Prior experience in a retail space planning, merchandising, or category management role is essential.
 - A degree in a relevant field such as Business, Retail Management, or a related discipline is desirable.
- **Role Levelling:** P2

We make a *difference* to Members & customers

We're *better* every day

✓ **Area of responsibility:**

- Develop and implement store-specific planograms that improve product visibility and logical flow, making it easier for customers to find the products they need.
- Analyse sales performance by category and product to ensure shelf space is allocated effectively, maximising availability of best-sellers.
- Collaborate with the commercial teams to integrate new products and promotions into store layouts in a way that drives sales and provides value to our members.
- Monitor and report on the impact of space changes on customer experience and sales, gathering feedback to inform future decisions

✓ **Measures of success:**

- **Increased Sales:** Year-on-year sales growth in stores where new planograms have been implemented.
- **Improved Member Satisfaction:** Positive feedback and higher scores on member satisfaction surveys related to store layout and product availability.
- **Reduced Waste:** Lower product waste figures by ensuring shelf life is maximised and stock is allocated correctly.

✓ **Area of responsibility:**

- Continuously seek out and trial innovative micro space planning techniques and software to improve efficiency and effectiveness.
- Participate in professional development and training to stay up-to-date with industry best practices and technological advancements.
- Conduct post-implementation reviews of planogram changes, analysing data to identify what worked well and what can be improved for the next iteration.

✓ **Measures of success:**

- **Process Efficiency:** Reduction in the time taken to create and deploy new planograms.
- **Innovation:** Successful pilot and rollout of new space planning initiatives or tools.
- **Personal Development:** Completion of relevant training courses and application of new skills in the role

We're a *caring* community

✓ Area of responsibility:

- Collaborate with store teams to understand their unique needs and challenges, ensuring planograms are practical and support a positive working environment.
- Work with local suppliers to ensure their products are represented effectively within the allocated space, supporting the local economy.
- Ensure ethical and sustainable products are given appropriate prominence within the store layout, aligning with our co-operative values

✓ Measures of success:

- **Store Team Engagement:** Positive feedback from store colleagues regarding the support and practicality of space planning initiatives.
- **Supplier Relations:** Successful integration of local and ethical suppliers into store layouts.
- **Value Alignment:** Demonstrated adherence to our co-operative principles in all space planning decisions

We work together with *purpose*

✓ Area of responsibility:

- Act as a key link between the commercial, supply chain, and store operations teams, ensuring a joined-up approach to product and space management.
- Communicate space planning strategy and performance results clearly and regularly to all stakeholders.
- Contribute to broader business initiatives and projects that require space planning expertise

✓ Measures of success:

- **Project Success:** Timely and successful completion of cross-functional projects.
- **Stakeholder Feedback:** Positive and constructive feedback from other departments on collaboration and communication.
- **Strategic Contribution:** Measurable contribution to achieving business-wide goals and objectives