



# Sustainability Coordinator

*Associated Students of Whitworth University*

## Tasks and Responsibilities

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- a. Be ASWU's Liaison to the Whitworth Sustainability Committee, attending meetings as requested, providing the student voice and working in conjunction with faculty to further the goals of the University's sustainability goals and initiatives;
- b. Coordinate a move out waste reduction campaign with Facilities, when students are moving out of residence halls to reduce the amount of waste thrown into the garbage dumpsters;
- c. Assist in maintaining the Whitworth Community Garden; working in conjunction with student leaders to grow, expand and improve the garden (10201 N Lola Lane, Lola Lane & Hawthorne);
- d. Recruit at least one student EcoRep from each residence hall and 2 from off-campus/theme houses. Meet with the Eco Reps once a month. Eco Reps will serve as volunteers to run the compost program, offer inspiration and support for events and programs of the coordinator, and encourage recycling and composting in their communities;
- e. Collaborate with the Sustainability Committee and any clubs, departments, or other groups on campus whose mission includes an important element of sustainability, including Kipos, Facilities, Grounds, Sodexo Sustainability Coordinator, and Sodexo;
- f. Plan and implement campus sustainability programs for the campus community;
- g. Hold 5 office hours per week, using this time to plan or meet and reach out to students, community members and Whitworth Staff to make change on campus;
- h. Meet monthly (or more often as needed) with appointed sustainability committee chair:
  - I. to research initiatives for renewable energy and food or sustainable changes on campus( wind energy farm ownership, carbon offsetting, energy use, hydroponics, chickens or other livestock.),
  - II. to plan and implement advertising and media outreach to raise awareness and mobilize the student body to participate in sustainable practices (including participation in gardening, recycling, composting, being a conscious consumer and conservation in general).
- i. Meet weekly with the Director of Student Activities;
- j. Oversee ASWU Carbon Offsetting program;

- k. Participate in ASWU Assembly meetings every week to inform members of program details and to contribute to discussions on campus issues and policies;
- l. Register for and attend the GE 330 leadership class in both the fall and spring semester;
- m. Attend the spring leadership retreat and fall leadership retreat, which begin approximately one week prior to the commencement of each semester.

## **Qualifications**

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- a. Passion for sustainability and environmental care;
- b. Ability to communicate and work professionally with peers, college administrators, faculty, and staff;
- c. Knowledge or experience of composting, gardening, or academic coursework related to sustainability and willingness to learn about local resources, how to empower students and research other issues related to sustainability;
- d. Creativity to develop programming that will attract a variety of students to work in the garden and other projects;
- e. Excellent time management and organizational skills; including developing, promoting, implementing, and evaluating all aspects of sustainability projects and good accountability with financial accounts and money handling;
- f. Ability to work professionally with the Whitworth and Spokane communities for future projects, utilizing the potential resources of members of the community and providing prompt follow-up on all telephone and email inquiries;
- g. Be enrolled as an undergraduate student with at least 12 credits per semester.

## **Compensation**

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40 hours/month at minimum wage for 8 months