POSITION TITLE: Sustainable Campus Program Ambassador

WORK UNIT: SFS Operations

DEPARTMENT: Sustainable Campus Program

POSITION LEVEL: III

PAY RATE AT HIRE: $8.98

WORK HOURS: 10-15 hours/week (Max hours 28)

JOB SUMMARY:
Supports the Sustainable Campus Program through outreach, education, and general programmatic support to expand the reach of the program as well as increase awareness of sustainability initiatives on campus. Acts as a liaison between the SCP and the three Universities sharing the Auraria Campus. The following skills/attributes are desired: flexibility, works well in a team environment, knowledge of/passion for sustainability, positive attitude, organized, and willing to work outside of normal business hours to represent the SCP at campus events. This position will report directly to the AHEC Sustainability Officer. Please submit a cover letter and resume to: elizabeth.swanson@ahec.edu.

JOB DUTIES:
- Stay up-to-date on campus sustainability happenings. This will include (but is not limited to) regular attendance of the Sustainable Campus Program (SCP) and Auraria Campus Sustainability Council (ACSC) meetings.
- Develop strategies to promote sustainability initiatives on campus, as well as educate the general community on sustainability.
- Help build cross-institutional partnerships to better support sustainability initiatives on campus.
- Develops content for websites, newsletters, and campus promotions. Maintains and grows database of contacts.
- Attends/tables at all major events on campus.
- Research/develop sustainability initiatives to implement on campus with the support of the Sustainability Officer and the SCP.
Other duties as assigned

SUPERVISION:
• This position will have some supervision by the Sustainability Director, but candidate must be capable of working independently.

QUALIFICATIONS:
• Experience in the environmental/sustainability field is desirable
• Some Knowledge in marketing is desired but not required
• Familiarity with educational and outreach campaigns
• Detail oriented
• Ability to interact with a wide variety of people tactfully, efficiently and professionally in person, via email, and on the telephone
• Must be enrolled at least half-time as an undergraduate or graduate student