



## CAC AmeriCorps

*Position Description*

### Zero Waste Services Coordinator



**Dates of Service:** August 5<sup>th</sup>, 2019 – June 26<sup>th</sup>, 2020

**Partner:** UT Recycling

**Location of Service:** UT Facilities Services  
2040 Sutherland Avenue, Knoxville, TN, 37921

**Supervisor:** Jay Price, Recycling Manager

#### **About CAC AmeriCorps:**

Established in 1994, CAC AmeriCorps is a national service program that combines elements of traditional conservation practice with community action that informs our work and places it in the broader context of the region. CAC AmeriCorps members serve to improve public lands, streams and greenways, educate the public, meet immediate human needs, eliminate barriers to employment, contribute to healthier lifestyles, and build volunteer capacity to enhance the ability of our partners to get things done. We are committed to human and environmental justice in our communities through enduring acts of service.

#### **Service Site Summary:**

UT Recycling's goal is to convert the University of Tennessee, Knoxville into a Zero Waste institution by diverting 90% (or more) of all waste from the landfill through reducing, reusing, recycling, and composting. In addition to waste reduction and waste diversion, UT Recycling routinely educates students, staff, and faculty about sustainable lifestyle practices. Our dynamic team of staff, students, and AmeriCorps members work to reduce waste, increase environmental practices, and engage the UT community in sustainability.

#### **Position Summary:**

The AmeriCorps member serving as UT Recycling's Zero Waste Coordinator will work to further UT Recycling's mission to become a zero waste institution. Under the direction of the Recycling Manager, the AmeriCorps member will coordinate UT Recycling's waste reduction and composting efforts through involvement with a variety of programs and initiatives, while supporting ongoing efforts by the Facilities Services department to reduce the environmental impacts of campus operations while saving human, economic and natural resources. The tasks include coordinating the collection of compostable materials, including serving as a first-line supervisor of student workers collecting and dumping the material; working with campus entities to expand composting; training staff in dining, academic, and animal care facilities to trouble-shoot problems and increase amount of material we are composting; and assisting

the compost site operator in managing the compost facility, including using a skid steer and other heavy equipment to cover compost, measure temperature, moisture, etc, and mix, turn, and screen the compost to meet PFRP standards. The member will provide education to the campus population on proper composting and recycling practices, especially through working with catering to make more events zero waste. During the term, the AmeriCorps member will also assist in the planning and implementation of special events and initiatives, such as My Tiny Trash, Zero Waste Game Days and RecycleMania.

The member will also occasionally be expected to serve as a representative of UT Recycling at campus and community events that may occur at night or on the weekend and provide outreach and training to campus and community groups in waste reduction.

### **Minimum Qualifications:**

Education:

- Preferred: College degree in environmental or communication fields

Position Requirements:

- Able to work independently and collaboratively on a wide range of tasks
- Comfortable with hands-on work directly dealing with campus waste and recycling
- Able to interact with campus partners in a professional, customer service-oriented manner
- Capable of working with people from diverse backgrounds
- Comfortable making presentations to large groups (20 to 100+ people)
- Able to motivate others to change habits and behaviors
- Solid organization and leadership skills
- Passion for sustainability and waste reduction
- Able to lift 30 pounds
- Able to work outside in hot, cold, or rainy conditions for extended periods of time
- Valid driver's license, ability to drive large vehicles such as large pickup trucks (F-450) and dump truck
- Must provide own transportation to and from campus

### **Member Benefits Include:**

- A modest living allowance of \$14,000, or, \$595.74 bi-weekly (pre-tax), paid over 47 weeks.
- Education Award of \$6,095 that can be applied to student loans and/or future education expenses.
- Health insurance is available for members who are not already covered independently or by a parent.
- Worker's Compensation

- Child Care Reimbursement
- May be eligible for Supplemental Nutrition Assistance Program (SNAP). In-house SNAP benefits specialist available to provide assistance in determining eligibility.
- May be eligible for utility bill assistance. In house specialists available to provide assistance with determining eligibility.
- Staff assistance with identifying housing. Housing, inclusive of utilities, is generally between \$300-\$450 in a share house/apartment scenario.
- Professional development and networking opportunities.

**Equity and Inclusion:**

The Knoxville-Knox County Community Action Committee (CAC) is an Equal Opportunity Employer and will take action to ensure that employees are treated equally without regard to race, color, national origin, sex, age, handicap, cultural or religious convictions. CAC AmeriCorps provides reasonable accommodations to applicants and employees. Applicants with disabilities may request reasonable accommodation at any point in the employment process.

