BACKGROUND
The Lower East Side Ecology Center offers free public compost collection and education, electronic waste recycling, stewardship of public open space, and environmental education. Our programs focus on offering opportunities for all New Yorkers to learn about environmental issues facing NYC and to take responsibility for solving those problems.

The NYC Compost Project, created by the NYC Department of Sanitation (DSNY) in 1993, works to reduce waste in NYC and rebuild NYC’s soil by providing New Yorkers with the knowledge, skills, and opportunities they need to produce and use compost locally. NYC Compost Project programs and staff are funded and managed through the DSNY Bureau of Recycling and Sustainability (BRS) in partnership with host institutions.

THE POSITION
The NYC Compost Project Hosted by LES Ecology Center seeks an enthusiastic individual with composting and public engagement experience for the position Outreach Coordinator. This position is primarily responsible for providing compost education, public outreach and technical support to community compost sites throughout Manhattan. The Outreach Coordinator can expect to work closely with other community partners to advance their composting programs. This position combines a dedication for waste reduction with an ability to enthusiastically engage communities around composting. The team is highly collaborative and staff can expect to assist in carrying out work in all program areas.

PRIMARY RESPONSIBILITIES
• Maintain relationships with community compost sites, conduct technical assistance visits and help administer the Public Food Scrap Drop-off Site program
• Plan for and conduct public outreach events on the NYC Compost Project and other BRS programs
• Design and teach compost workshops
• Assist with the Master Composter Certificate Course in collaboration with other staff
• Plan for and conduct compost application events in coordination with BRS
• Track and record all relevant data for the Monthly Report
• Perform additional duties as determined by the Ecology Center and by BRS

SKILLS/ABILITIES:
• Knowledge of and commitment to composting
• Experience in teaching, public speaking and community leadership
• Strong interpersonal skills and the ability to work with the public, alone, in a team, and in a variety of settings
• Ability to lift at least 50 pounds and to perform physically strenuous tasks
• Familiarity with using hand tools and leading building projects
• Willingness to work outdoors in all seasons and on weekends/evenings as needed
• Valid drivers license, and experience driving in NYC
• Bilingual skills preferred but not required

EDUCATION / EXPERIENCE
• Bachelor’s degree preferred (ideally, in a related field)
• Experience with diverse computer applications (Excel, MS Word, PowerPoint, GoogleDocs)
• Minimum one year of related work experience

Qualified candidates should submit a cover letter and resume to info@lesecologycenter.org by May 6, 2019. No phone calls please.

For more information about the NYC Compost Project please visit: www.nyc.gov/compostproject
For more information about the LES Ecology Center please visit: http://www.lesecologycenter.org