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 Ecology Center is a host site for the NYC Compost Project, created by the NYC Department of Sanitation (DSNY) in 1993. This program 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.

THE POSITION: Outreach Coordinator
The NYC Compost Project Hosted by LES Ecology Center seeks someone with a passion for composting and community engagement to join our team as an Outreach Coordinator. This position is primarily responsible for providing compost education, public outreach and technical support to community compost sites throughout Manhattan. You will excel in this position if you’re a team player that is self-directed with a can-do attitude, someone who can easily juggle a varied set of tasks, and able to manage relationships with diverse community partners.

PRIMARY RESPONSIBILITIES
● Create curriculum for and teach compost education workshops
● Organize and execute public engagement events with community partners such as tree care events, compost distribution activities and public space activations.
● Support community groups that operate public food scrap drop-off sites with technical consultations, educational trainings and material/tool deliveries.
● Research and explore new community groups to host public food scrap drop-off sites.
● Assist with compost distribution efforts
● Assist with operating Food Scrap Drop-off sites as needed
● Track and record all relevant data on a weekly basis
● Perform additional duties as determined by the Ecology Center and by DSNY.

SKILLS/ABILITIES:
● Knowledge of and commitment to composting, sustainability and waste reduction.
● 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
● Willingness to work outdoors in all seasons and on weekends/evenings as needed

EDUCATION / EXPERIENCE
● Bachelor’s degree preferred (ideally, in a related field)
● Experience with diverse computer applications (Excel, MS Word, PowerPoint, Google Docs)
● Valid driver's license, and experience driving in NYC
● Bilingual skills preferred but not required
● Minimum one year of related work experience

Qualified candidates should submit a cover letter and resume to info@lesecologycenter.org by August 9, 2021. 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