



## **Residential Composting Student Manager Skidmore Sustainability Office**

*Location: Skidmore College*

*Term: Fall 2020- Spring 2021*

*Compensation: \$11.80/hour, 5 hours/week*

### **Description**

The Skidmore Sustainability Office is hiring three Student Compost Managers. The position requires five hours of work per week. Managers are responsible for attending weekly manager meetings, collecting coffee grounds, and leading work parties each Friday. Work parties occur on Fridays from 3-5pm, and Compost Managers will recruit and coordinate volunteers for these weekly work parties. Maintaining communication with Residential Life is essential to ensure the success of the apartment composting program, and each semester managers are tasked with reaching out to Northwoods and Sussman Apartments to encourage and educate residents about the benefits and process of composting. Applicants that are able to commit to the full school year are preferred, but we will consider students who are just available for the fall semester. Compost Managers will report to the Sustainability Coordinator for Student Programs.

### **Duties**

- Coordinate closely with the Skidmore Sustainability Office regarding the composting program; identify any challenges, ideas, or feedback from apartment residents;
- Manage and train volunteers who are interested in supporting the compost program;
- Frequently communicate with volunteers to ensure there is adequate help each week;
- Follow a weekly schedule for compost collection;
- Weekly check-ins in apartment laundry rooms for bag distribution, problem solving, *etc.*;
- Propose programming ideas or workshops and educational materials that can be used engage residents who may not all be participating;
- Educate and engage students peers about the benefits of composting and the respective environmental, social, and economic injustices of global climate change;
- Manage data collection (weight by apartment building, volume of finished compost, temperature readings); managers are responsible for ensuring data is collected consistently each week during pickups and is imported into excel;
- Turn the compost piles each week to promote healthy compost; manager should also work with Skidmore Sustainability Office to ensure there are enough carbon amendments (leaves, wood chips) to mix into the compost each week;
- Assist in off-campus compost site management, including operating a tractor to turn piles;
- Maintain the buckets to ensure odors can be managed as effectively as possible;
- Administer annual survey to all Northwoods and Sussman residents; and
- Continue waste reduction programming such as tabling, hosting educational events, and organizing other interactive and collaborative campus events.

### **Requirements**

- **Submission of cover letter, resume, and contact information for two references (at least one Skidmore faculty/staff)**
- Previous experience with composting on campus
- Self-starter

**Applications are currently being accepted. Virtual interviews will begin April 13 and will be conducted on a rolling basis until positions are filled.**

**Please submit application materials to:**

[sustainability@skidmore.edu](mailto:sustainability@skidmore.edu)