Eco-Representative Position Announcement 2017-2018

**JOB TITLE:** OSU Residence Hall Eco-Representative (Eco-reps)

**LOCATION:** University Housing and Dining Services (UHDS) Residence Halls

**APPLICANTS MUST BE ON CAMPUS RESIDENTS OF A UHDS FACILITY**

Oregon State University’s Eco-Representatives (Eco-reps) is a cohort based student leadership development program that transforms resident students into leaders and global citizens. Eco-Reps are responsible for advancing and institutionalizing a culture of sustainability in OSU residence halls. They are responsible for (1) educating residents about sustainable lifestyles and resources, (2) assisting with marketing and outreach efforts for sustainability programs, and (3) managing residence hall composting program. Eco-Reps work with multiple departments and organizations on campus to meet program goals. Those departments and organizations include, but are not limited to: the OSU Sustainability Office, Campus Recycling, the Student Sustainability Initiative (SSI), University Housing and Dining Services (UHDS) and the Residence Hall Association (RHA).

**RESPONSIBILITIES**

- Engage in ongoing training and development
- Work 5-8 hours per week during fall, winter, and spring academic quarters
- Engage with residence hall staff and Hall Council
- Consistently report qualitative and quantitative outreach data in an online activity log
- Attend weekly meetings with other Eco-Reps and support staff, and attend monthly meetings with Resident Director
- Assist with marketing and outreach in the residence hall for campus wide and UHDS sustainability programs
- Utilize multiple tactics in marketing and outreach efforts, including tabling, canvassing, email listservs, fliers, bulletin boards, social media, and self-designed tactics
- Coordinate hall compost program by recruiting participants, emptying and cleaning compost bins, weighing and tracking data
- Engage other student clubs and organizations in Eco-Rep or general campus activities
- Liaise between resident students and sustainability groups on campus, including but not limited to: SSI, Campus Recycling, Sustainability Office, UHDS, RHA and other appropriate clubs and organizations. Attend meetings as needed.
- Recruit, coordinate and maintain volunteers to assist with responsibilities, as needed.

**REQUIRED QUALIFICATIONS**

- Housing in a UHDS residence hall
- Ability to work with minimal supervision
- Excellent problem solving skills
- Strong verbal and written communication skills
- Goal/outcome oriented, organized and detail-oriented
- Able to offer positive mentorship, motivation and inspiration for others
- Willingness and ability to handle compostable materials and be able to lift 25 lbs.
- A passion for and commitment to sustainability
- Access to social media and basic proficiency using it
- Comfort interacting with large and small groups of people.
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PREFERRED QUALIFICATIONS
- Experience working with diverse stakeholder groups
- Demonstration of personal experience in/commitment to sustainable lifestyle choices
- Ability to clearly and concisely articulate the importance of sustainability to peers
- Demonstrated inclination to take initiative
- Experience doing advertising, marketing, or outreach for projects or organizations
- Event planning experience
- Experience with volunteer recruitment and coordination.

EMPLOYMENT DATES AND HOURS
Employment is estimated to start the last week of October, 2017. Employment will last until the Friday of the eleventh week of spring quarter, 2018. Hours worked per week will vary depending on workload, but are budgeted at 5-8 hours per week per Eco-Rep. Additional hours may be available later in the year as budget allows and workload demands.

COMPENSATION
Pay will start at $10.55 per hour.

TERMS AND CONDITIONS
Eco-reps must (1) maintain a 2.0 cumulative GPA or higher, be enrolled in at least 6 credits at OSU during the employment period and must not be on academic probation, (2) affirm and uphold University policies that help create and maintain a welcoming and equal opportunity campus. OSU does not discriminate on the basis of age, color, disability, gender identity or expression, marital status, national origin, race, religion, sex, sexual orientation, or veteran's status.

HOW TO APPLY
Submit 1) a resume and 2) a cover letter that addresses why you are qualified for and interested in the position, as well as a brief description of an event or program you might organize if hired. Send these application materials to leticia.cavazos@oregonstate.edu by 11:59PM Sunday, October 1.

FOR MORE INFORMATION
Contact Leticia Cavazos at leticia.cavazos@oregonstate.edu or 541-908-9228.