



Waste Wise Coordinator

Division: Urban Food Connections of Utah

Job title: Waste Wise Coordinator

Supervisor: Market Director, Market Manager

Category: <input type="checkbox"/> Administrative Support <input type="checkbox"/> Coordinator <input type="checkbox"/> Director <input type="checkbox"/> Executive team <input type="checkbox"/> Manager <input type="checkbox"/> Sales <input checked="" type="checkbox"/> Other - seasonal	Type of position: <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input checked="" type="checkbox"/> Seasonal Hire date: ASAP	Hours 5-15/week <input type="checkbox"/> Exempt <input checked="" type="checkbox"/> Nonexempt \$15 an hour
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Job description:
 The Waste Wise Coordinator will manage the Waste Wise Program at the Downtown Farmers Market with the intent of reducing the amount of materials that will be sent to the landfill. The Waste Wise Coordinator will educate volunteers, vendors and market shoppers to properly sort compostables, trash and recyclables utilizing existing city services. New this year, the Waste Wise Coordinator will manage a food waste recovery pilot program. The Waste Wise Coordinator is expected to work every Saturday from June 8 - October 19 from 6 am - 3:30 or 4:00 pm.

- Responsibilities:**
- **Manage Waste Stations:** Update signage and waste station plan for the Market. Assemble waste stations on market days. Monitor and restock stations throughout the market day.
 - **Recruit and manage volunteers:** Develop a volunteer plan to staff each waste station on market days. Recruit volunteers from a variety of sources. Train volunteers to educate the public about city services.
 - **Conduct waste audits and provide results:** Track the waste each week to determine what is being sent to the landfill and areas that we need to improve.
 - **Be a vendor resource:** Get to know the vendors and work specifically with food vendors to source appropriate compostable/recyclable packaging. Assist vendors at the end of the day with their larger items.
 - **Manage the food waste bins for composting:** Create a system for food vendors and farmers to compost appropriate food waste. Educate the vendors about this option. Control the waste bins so that they are not contaminated with other waste.
 - **Research Alternatives including on-site dishwashing:** Always look for improvements and solutions to the status quo. The Waste Wise Coordinator may be asked to attend committee meeting with Salt Lake City to represent the Market on environmental policies.
 - **Help plan waste-reduction events**

- Skills:**
- Should be passionate about recycling and composting and also confident in sharing this information with the public.
 - Should be organized, dependable, and creative.
 - Must be able to lift 50 lbs, withstand fluctuating temperatures outdoors, and work Saturdays throughout the market season.