



zero waste programs
funded by
NYCsanitation

Compost Coordinator – Compost On-The-Go

GrowNYC
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Organization Information

GrowNYC is a non-profit with a forty-five year history of improving the environment in New York City. GrowNYC's Zero Waste Programs, funded by the NYC Department of Sanitation, were created in 2006 to provide outreach and education on a wide range of waste prevention, reuse, and recycling initiatives. In 2011, the GrowNYC Compost Program began collecting food scraps for composting at several Greenmarkets, and has since expanded to operate 41 food scrap drop-off locations 45 times per week throughout NYC, diverting 25 tons of food scraps from landfills each week.

Compost-On-The-Go Program Information

In June 2017, The GrowNYC Compost Program will expand food scrap drop-off opportunities to 18 new locations in Upper Manhattan and the Bronx. These sites are designed to be convenient to commuters, located at or near busy transit hubs, and open early in the morning.

Compost Coordinator Position

Compost Coordinators will work in pairs to collect food scraps and educate NYC residents on a wide variety of waste reduction and landfill diversion topics. Each Compost Coordinator will be assigned two sites, working in Manhattan on Wednesdays and in the Bronx on Fridays. Opportunities for additional hours will be available at other GrowNYC food scrap drop-off sites.

Compost Coordinator Responsibilities:

- Attend training in May
- Arrive at food scrap drop-off site at 6 AM every Wednesday and Friday to receive supply delivery
- Setup and prepare food-scrap collection bags and promotional materials
- Collect food-scraps from residents until 11 AM
- Conduct local outreach around collection sites to promote food-scrap composting to the general public
- Record information during collection hours and submit electronic reports on time
- Understand what can and cannot be composted and communicate that knowledge with participants
- Answer a range of questions about waste reduction, composting, recycling, and GrowNYC programs
- Promote and answer questions regarding the DSNY organics collection program
- Work with partners, participants, and stakeholders (e.g. DSNY staff, DOT staff, NYPD, schools, community organizations, merchants, construction personnel, etc.)
- Represent GrowNYC Zero Waste Programs

Physical Requirements: This position requires working outdoors and standing for lengthy periods of time, sometimes in extreme temperatures, and in a potentially noisy environment. Compost Coordinators must be able to lift heavy bags and supplies, up to 50 lbs.

Ideal Qualifications:

- Early-riser who enjoys working outdoors in all weather conditions
- Passionate about composting, recycling, and waste reduction
- Experience in community outreach and/or education
- Enjoys talking with people of all backgrounds
- Works well both independently and as a member of a team
- Creative problem-solver, able to troubleshoot and make quick, often on-the spot decisions
- Strong communications skills, both written and verbal
- Familiarity with Microsoft Office and Google Documents
- Familiarity with Upper Manhattan and the Bronx
- Interest in food waste and/or related issues – food systems, waste reduction, urban planning, pollution, environmental justice, environmental stewardship, gardening
- Fluency in multiple languages (especially, but not limited to, Spanish) a big plus

The Compost Coordinator position pays \$15/hour, is part-time, and includes only statutory benefits. For additional information, please visit GrowNYC.org/compost. Submit cover letter and resume to compost@grownyc.org. Please write "Compost Coordinator" in the subject line. Interviews will be on a rolling basis.

GrowNYC is an Equal Opportunity Employer.