Green Mountain College

Job Description

Position Title: DIRECTOR OF SUSTAINABILITY

Department: Academic Affairs

Salary Range: Full-time, exempt position

Reports To: Provost and Vice President of Academic Affairs

PRIMARY RESPONSIBILITIES:

- Aid the institutional effort to advance the Sustainability 2020 strategic plan by serving on the steering committee and helping to collect relevant data
- Chair the Campus Sustainability Council
- Report to national and international sustainability rating organizations such as AASHE, Princeton Review, and Sierra Magazine
- Produce public ghg and waste reports on a regular basis and maintain compliance with ACUPCC's guidelines
- Monitor ongoing systems on campus that have an environmental impact such as transportation, heating, cooling, electricity, water, housekeeping, construction, demolition, and purchasing
- Provide special environmental and financial analysis for capital investments that have significant impact, such as biomass, solar, and efficiency projects
- Publicize institutional progress toward sustainability in curriculum, operations, and facilities to internal and external audiences
- Facilitate connections between community sustainability efforts and academic offerings
- Oversee community service and outreach coordinator and work study crew
- Work with students, staff, faculty, and administrators to manage and implement the Student Campus Greening Fund and other student-led sustainability initiatives
- Manage the Green Revolving Loan Fund
- Manage campus recycling program, e-waste collection, and other waste reduction initiatives, such as Green Move out
- Manage campus compost collection program and collaborate with farm on management of compost processing system
- Maintain an active professional life, building relationships with other sustainability officers, and promoting Green Mountain’s sustainability programs at regional and national conferences
- Carry-out public events on campus to raise salience of sustainability issues and inspire behavioral change
- Give campus tours and visit classes periodically to educate and engage students about sustainability initiatives
- Green jobs oversight in conjunction with the director of career services and personal development

QUALIFICATIONS:

- Master’s degree in an environmental or related field
- Job experience in an environmental or sustainability field
- Project and program management experience, preferably in higher education setting
- Excellent interpersonal and communication skills
- Ability to manage and maintain budgets
- Ability to conduct cost-benefit analysis for system improvements
- Strong organization, innovation and self-motivation skills
- Ability to make strong classroom presentations, to work collaboratively, and to maintain collegial working relationships with college clientele

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