



MY Project USA Employment Opportunity 2022 Sustainability Ambassador Manager

MY Project USA seeks community members to help with the City of Columbus’ “Recycle Right” project in the Hilltop area from March 21 - May 31, 2022. The Sustainability Ambassador Manager will provide vital leadership to a team of Sustainability Ambassadors during the course of the project.

MYPUSA is an Equal Opportunity Employer, drug-free workplace, and complies with ADA regulations as applicable.

PRIMARY RESPONSIBILITIES

- Between March 21st – May 31st, Manager will oversee a community outreach team of SA’s that is educating the community about how to “Recycle Right” and proper waste practices.
- Manager will participate in training with the City of Columbus / SWACO about how to “Recycle Right” and proper waste practices (trash, illegal dumping, bulk collection)
- Manager is responsible for scheduling SA’s, tracking hours worked, and assisting with SA hiring
- Manager will be responsible for assigning SA’s to various areas within the geographic boundaries identified by the City of Columbus to distribute door hangers at each residential household
- Manager will keep track to ensure that each household within the boundary identified by the City of Columbus receives information about recycling at least once during the 8-week period
- Manager will be responsible for ensuring that Sustainability Ambassadors have enough materials to distribute to households, and will communicate to the City of Columbus if additional materials are needed
- Manager will assist Sustainability Ambassadors, as needed, with the distribution of materials to households.
- Manager will be responsible for providing all cart registration forms that are filled out by SA’s to the City of Columbus within 1 week of collection

PERSONAL SKILLS

- Must possess strong, high-quality organizational skills
- Consistent passion & drive for leadership and youth engagement

WORK DEMANDS

- Manager must have access to transportation to get to designated areas
- Manager must be comfortable working outside and walking

WAGE

- \$20 per hour
- The manager will work no more than 56 total hours between March 21st – May 31st
- The manager is a part-time independent contractor and will not be eligible to work more than 32 hours in a 1-week period