Job Description

Position title: Composting Coordinator
Reports to: Sustainability Coordinator
Supervises: None
Employee status: Term, Appointed
Length of term: May 1 – April 30 (1 year)
Hours per week: 10
Compensation: Tier 1
Date revised:

Position Purpose

This position coordinates and ensures the success of the AMS Composting Program.

Duties and Responsibilities

• Coordinate with AMS food and beverage kitchen staff to transport pre-consumer compost to work bin, located on loading dock
• Ensure healthy population of worms in vermicomposting by monitoring temperature and various other conditions
• Harvesting compost when compost is properly mature
• Maintaining clear relationships with campus partners to receive our end-product
• Maintaining layers of wood shavings for proper composting of organic materials every 2 weeks
• Learn about lifecycle and process of worm composting through independent study to stay current on trends
• Report thorough a monthly blog post and photo on the status of the Composting Program
• Establish an operational plan for the In-Vessel program
• Monitor the success of the CITYPOD in-vessel composting machine
• Works with the AMS mission statement and values to operate a successful department
• Other duties as required

Qualifications and Experience

• Must be a currently registered student at UBC Vancouver or one of its affiliated colleges
• Strong initiative and interest in environmental conservation and sustainability
• Ability to work independently as well as part of a team, strong time-management skills
• Knowledge of composting and applied biology is preferred but not required
• Student in academic programs relating to sustainability and conservation is desirable but not required
• Student learning about lifecycle and process of worm composting through independent study is desirable but not required
• Training will be provided