



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