



greenUP! is Hiring a Green Dining Coordinator in Northern Nevada

Hours: Part-time

Salary: Pay range \$20-\$25 per hour, Competitive and Commensurate with Experience

Start Date: October 2023

Job Description:

greenUP! is hiring a Spanish speaking employee to work with Latinx and BIPOC businesses on environmental best practices. Candidate will work with BIPOC restaurants and home-based businesses in Las Vegas to improve their operations resulting in healthier communities for all.

Job Requirements and Qualifications:

- Preferences for candidates who can write and speak in Spanish or have multi-lingual language capability
- Candidates must have a valid driver's license and have access to reliable transportation
- Candidates must possess strong communication including written and presentation skills
- Proficiency with Microsoft Office (word, excel, PowerPoint) required
- Capable of working well as part of a team and independently
- Demonstrate cultural competency and work towards developing and maintaining strong working relationships with and among a diverse group of stakeholders

Qualities Sought in an Employee:

- Two or more year's experience in community organizing and/or environmental work
- Resourcefulness and willingness to self-start on initiatives and projects
- Highly organized in tracking documents, project results and lead generation
- Background and/or interest in working in the environmental field
- Positive attitude, impeccable communication, and team player an absolute must

Responsibilities Include:

- Help recruit and work with up to 20 restaurants on programs to reduce their waste stream, reduce energy and water usage and reduce plastic waste
- Schedule waste audits at green dining restaurants in Northern Nevada to establish a baseline for measuring of all waste streams including food waste and documenting the waste diversion strategies at each of the sites
- Work creatively on marketing social media campaigns to promote green dining in the region
- Community building with Latinx and communities of color in Northern Nevada to address environmental issues in their businesses and in their neighborhoods.

To apply:

Send a resume and cover letter to info@greenupnv.org by **September 30, 2023**. Please explain in cover letter how you feel you could contribute to this position.

greenUP! is a 501c3 not-for-profit organization that provides Environmental Education for businesses helping to cut down on waste, reduce valuable resource consumption and fight climate change. For information about greenUP!, visit www.greenupnv.org.