

Greater Upper Valley Solid Waste Management District

Recycling and Outreach Coordinator

The Greater Upper Valley Solid Waste Management District seeks an enthusiastic and highly organized professional who is a self-starter with exceptional written, verbal communication, and planning skills to serve as the district's recycling and outreach coordinator. This person will work closely with other employees to conduct outreach to communities, schools, and businesses; schedule special collection events; work with area transfer station operators; and provide general technical assistance to district residents, businesses, and municipalities. Proficiency with Microsoft Office/Word and Excel required. The coordinator is expected to work up to 32 hours a week.

For details on job responsibilities and qualifications, please visit www.guvswwmd.org and download the job description.

Wages: \$24.00/hr. - \$30.00/hr. depending on education and experience.

The Mount Ascutney Regional Commission (MARC) provides staffing to the GUVSWMD under contract. The Recycling and Outreach Coordinator is an employee of MARC but will work closely with the GUVSWMD Board.

The Commission offers medical, vision, dental, and life insurance, 457(b) retirement plan and participation in the Vermont Municipal Employees Retirement Program (VMERS). In addition, the Commission offers flextime, sick and vacation leave, and paid holidays.

How to Apply:

Please email your resume and cover letter to Tom Kennedy at tkennedy@marcvt.org.

Applications will be accepted until the position is filled.

MARC is an Equal Opportunity Employer.