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**Job Description**

*Position: Community Education Liaison (Grant Funded, 12 month)*

*Hours/Times: 25 hours/week*

*Compensation: \$16/hour*

In line with the organization's mission, Athens-Hocking Recycling Centers is seeking a motivated new staff member to serve as our Community Education Liaison. The role of Community Education Liaison is a new, part-time, temporary grant funded position at AHRC. The primary focus of this position is rural public recycling drop off locations across Athens and Hocking Counties.

Educate rural residents on proper recycling practices through a comprehensive in-person, print, and digital campaign around recycling contamination issues, such as not bagging recycling or how to properly recycle batteries, which do not belong in curbside recycling.

**Core Duties**

- Staff highly trafficked rural recycling drop off locations with an attendant to perform direct, in-person communication with visitors on proper recycling.
- Design and distribute two sets of palm cards that target behavior change in specific contamination issues.
- Campaign on social media around contamination issues experienced in rural recycling.
- Design and mail 2 sets of postcards to rural recycling customers to educate on behavior change around recycling contamination issues.
- Other duties as assigned.

**Qualifications**

- Applicants must possess at a minimum an associates degree in the education, environmental, or public policy fields.
- Proficiency or willingness to learn Microsoft Office suite including Excel, Word, Outlook, PowerPoint.
- Excellent writing and verbal communication skills.
- Strong organizational skills and ability to manage competing deadlines and prioritize time accordingly.
- Ability to work independently and on a wide variety of tasks simultaneously.

- A strong interest in waste reduction, waste diversion, or sustainability.
- Familiarity with recycling and composting, as well as a demonstrated passion for recycling will be prioritized. This position will require weekend work as needed.

Download application <http://www.athenshockingrecycle.org/employment.html> or pickup in person from AHRC main office at 5991 Industrial Drive, Athens Ohio 45701. Submit resume and completed application via email.

Job Type: Part-time

Pay: \$16.00 per hour