

Recycling Intern – KSU's Office of Sustainability

Job Description:

Looking for a job in recycling or sustainability? The Office of Sustainability is looking for five recycling interns, starting summer 2021. Interns would be responsible for servicing communal recycling stations, assisting with data collection on bin contamination and fill-rates, and providing education and outreach on recycling and other sustainability efforts at KSU. We plan to hire three interns for Kennesaw campus, one intern for Marietta campus, and one intern who can work at either campus, as needed.

Interns will learn first-hand about the challenges facing recycling, will learn how to recycle properly, and how to train others on recycling best practices. This is a great opportunity to support and advance recycling at KSU and to gain valuable job experience in sustainability and recycling fields. Interns will have the opportunity to participate in professional development events, such as in-house recycling and sustainability training and off-campus (or virtual) workshops and conferences.

*Please note that we intend to hire both **Federal Work-Study students and non-Federal Work study students.***

Job Responsibilities:

1. Emptying communal recycling bins and placing new bags inside the bins.
2. Transporting filled recycling bags to designated location for proper disposal, such as recycling dumpster / compactor or designated drop-off area outside building.
3. Checking for contamination in recycling bins.
4. Completing a bin checklist to identify fill-rate, contamination rate, cause of contamination, and any action taken by intern at the bin.
5. Offering feedback and suggestions on bin placement in communal areas; working with administrative staff to ensure bin placement meets their needs.
6. Participating in education and outreach activities related to recycling and sustainability at KSU.
7. Support other waste reduction and diversion programs at KSU, including composting, sustainable procurement, plastic bags or Styrofoam recycling, and more.
8. Other duties as assigned (based on individual skills, interests, and preferences), such as social media campaigns, analysis of recycling data, and other initiatives.

Interns must be able to lift weights of up to 40 pounds. Intern must be able to drive KSU vehicle of golf cart, if needed.

Pay rate: \$10.00 / hour

Educational background:

All majors welcome and encouraged to apply.

EEO Statement:

Kennesaw State University is an affirmative action and equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, gender expression, national origin, age, protected veteran or disabled status, or genetic information.

Application Due Date:

Applications will be considered on a rolling basis until all positions are filled, with priority given to applications received by April 30.

To apply:

Interested candidates should email jwils316@kennesaw.edu to apply. Email subject should be "Recycling Intern." Include the following information about yourself in the body of the email:

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- 1) Why you are interested in this position.
- 2) Any interest or experience you have in recycling, sustainability, environmental conservation, or similar, if applicable (this can be academic, volunteer, paid or other).
- 3) Your area of study at KSU (all majors are welcome and encouraged to apply), and expected graduation date.
- 4) Your expected date of graduation.
- 5) Your anticipated start summer date.

About Kennesaw State University

A leader in innovative teaching and learning, Kennesaw State University is one of the 50 largest public institutions in the country. KSU offers more than 150 undergraduate, graduate, and doctoral degrees to its nearly 38,000 students. With 13 colleges on two metro Atlanta campuses, Kennesaw State is a member of the University System of Georgia and the third-largest university in the state. The university's vibrant campus culture, diverse population, strong global ties, entrepreneurial spirit, and Division I athletics draw students from throughout the region and from 92 countries across the globe. Ranked a top choice for students by U.S. News, Kennesaw State is a Carnegie-designated doctoral research institution (R2), placing it among an elite group of only 6 percent of U.S. colleges and universities with an R1 or R2 status. <https://www.kennesaw.edu/about/>