



Sustainability Project Manager Job Announcement

Alameda County – Oakland, CA

Position Overview

Located in Oakland, California, Alameda County’s Office of Sustainability is at the frontier of sustainability in the government sector, implementing projects to green Alameda County operations, developing policy to promote innovation, and collaborating with local and national partners.

Alameda County’s Office of Sustainability is seeking a Sustainability Project Manager who will oversee the County’s internal waste and recycling program serving 9,500 employees located in over 100 Alameda County facilities. Waste reduction is important because as one of the largest employers in Alameda County, our employee actions make a difference. Key responsibilities include engaging and communicating with employees to promote sustainable behaviors, ensuring compliance with recycling and waste laws, and managing a \$1.2M waste budget. The Project Manager manages a temporary recycling associate or intern.



The Sustainability Project Manager reports to the Sustainability Program Manager and works closely with a dynamic team, colleagues in the General Services Agency, and many internal and external stakeholders. As part of the Sustainability Office team, you will also have the opportunity to work on efforts to green County operations and lead initiatives to fight and prepare for climate change regionally.

What Success Might Look Like in the First Year

- Rolled out County’s new standard bins and collection service for comprehensive recycling and composting to several key facilities.

- Designed and managed inclusive employee engagement campaigns to encourage the County's 9,500 employees to recycle and compost, reducing incorrect placement of items in recycling bins.
- Managed the County's waste accounts to ensure facilities are receiving the necessary services.
- Thoughtfully worked with county clients, janitorial team, and waste management company to resolve issues.
- Supported the cross-agency implementation of the County's Climate Action Plan for Government Services and Operations.
- Contributed to the development of the next climate action plan, including strategy for preparing for impacts of climate change on services, operations, and communities.

Who We Are Looking For

Please refer to the job posting on <http://www.jobaps.com/alameda/> for the minimum qualifications and competencies possessed by the ideal candidate. Here is a more informal description of a competitive candidate.

Experience

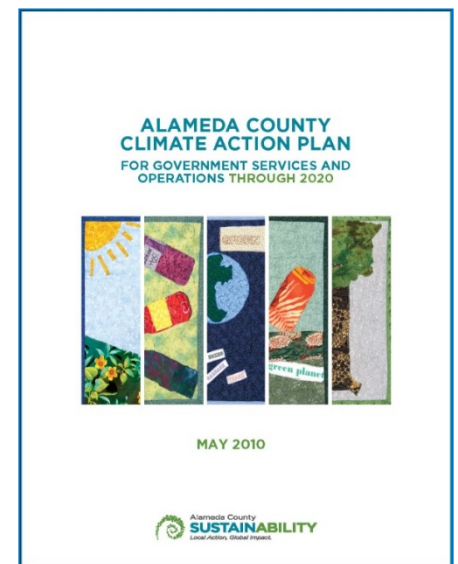
- You have at least four years of sustainability-related experience (or related master's degree and three years of experience).
- You have managed waste and recycling or similar programs.
- You have successfully led employee engagement or similar behavior change efforts.
- You have experience facilitating change by encouraging and supporting individuals and groups to transition to new practices.
- You have experience, knowledge, and interest in an area of sustainability in addition to waste and recycling.

Skills

- You have strong program, project management, and organizational skills.
- You can distill complex and technical information into key insights for your audience.
- You use your interpersonal and relationship-building skills with diverse communities and stakeholders and can partner with and influence people with different communication styles.
- You are proficient at designing engaging presentations and trainings and are comfortable speaking in public to a range of audience sizes.
- You have exceptional oral and written communication skills and the ability to develop print and web outreach materials to promote sustainable behaviors.
- You aim to incorporate the perspectives of multiple communities, including communities of color, in the consideration of impacts and outcomes of a decision-making process.

Personal Qualities

- You have a personal passion for sustainability.
- You can maintain a positive attitude and be patient with processes in a large decentralized organization and be flexible when priorities shift.
- You are willing to give and receive constructive feedback.
- You contribute to the creation of a diverse, equitable, and inclusive work culture that encourages and celebrates differences.



Salary and Benefits

The salary range for this position is \$75,254 to \$111,197 annually, with exceptional benefits as described at <http://www.acgov.org/hrs/divisions/ebc/>. Retirement benefits described at <https://www.acera.org/>. Note that the County does not offer a relocation package.

Sustainable Workplace Benefits

Candidates may be interested in some of the benefits particularly relevant to sustainability:

- Pre-tax transit benefits and Guaranteed Ride Home Program
- Rideshare matching and free carpool parking
- Office accessible by foot or free employee shuttle from two BART stations
- County wellness program that sponsors on-site yoga and fitness classes
- Access to electric fleet vehicles, fleet bicycles, and transit cards for on-the-job transportation
- Socially responsible 403b fund options
- Employee Assistance Program with counseling, legal consultation, and financial and child care referrals



To Apply

Apply online at <https://jobapscloud.com/alameda/> by 5:00 pm on Monday, July 1, 2019.

The Office of Sustainability celebrates diversity and is committed to creating an inclusive and welcoming workplace. If you have questions, contact Iona Childers, Human Resources Officer GSA, at iona.childers2@acgov.org.

About Alameda County

Alameda County, located in the San Francisco Bay Area's East Bay, is home to more than 1.6 million people and includes cities such as Oakland, Berkeley, Fremont, and Livermore. Alameda County recognizes the need to take action to protect our climate in order to ensure the quality of life in our communities. As an organization of over 9,500 employees occupying over 120 facilities, the County government recognizes the need to address our own ecological footprint. The County is nationally recognized for modeling climate leadership, including being a large on-site solar power producer in the United States and having one of the greenest vehicle fleets in the country.





About Alameda County's Office of Sustainability

Alameda County's Office of Sustainability is a program of the Alameda County government's General Services Agency. We find that working in local government presents an incredibly rewarding way to make a contribution and collaborate with local communities.

We oversee climate plan implementation, employee engagement, green purchasing, green building, performance measurement, and waste reduction. We manage recycling and reuse for County facilities. We closely partner with our energy and sustainable transportation programs along with staff throughout all 20 County agencies. We are thrilled to have received California State Association of Counties Challenge Awards for our collaborative cross-agency implementation of our Climate Action Plan for government services and operations, our climate fellows program, and our regional green procurement coordination.

We also support county agencies to prepare for the impacts of climate change, such as heat waves and poor air quality from wildfires, which disproportionately affect vulnerable populations.

We work to share the County's sustainability successes from across the organization. Learn more at <http://acsustain.org>.