

2024-25 Academic Year

## Pomona Sustainability Office: EcoRep Position

**\*Pomona College Students Only\***

*To apply, email [Nikhil.Schneider@Pomona.edu](mailto:Nikhil.Schneider@Pomona.edu)*

*with a resumé and letter of interest by Monday, November 4th, 2024*

### Position Description

The Pomona College Sustainability Office is looking for outgoing, motivated, team-oriented students to join the EcoReps team. Pomona EcoReps promote low-impact practices by connecting their peers to resources, information, and involvement opportunities through various events and initiatives. These include leading trips to local destinations, hosting workshops, film screenings, and panel discussions, making carpool connections, and more.

EcoReps believe that everyone has something unique to contribute, and that achieving sustainability requires a community-based culture of awareness, care, and engagement. The position works flexible weekly hours (an average of 3 hours per week, ranging between 1 and 6 hours per week) during the school year at \$16/hr. Applicants should have a passion for sustainability, creative ideas, and a positive attitude.

### Job Duties:

- Create at least one event or initiative each semester to promote or expand campus sustainability.
- Support Sustainability Office programming such as events, programs, and other initiatives.
- Work to improve sustainable infrastructure and operations of the campus through reported observations and suggestions to supervisor at the Sustainability Office
- Provide weekly updates to supervisor
- Document achievements, challenges, and opportunities to inform future EcoReps and Sustainability Office staff.

### Required Skills:

- Strong written and verbal communication
- Ability to collaborate as part of a team
- Planning and organization
- Accountability
- Passion for making sustainable changes at the campus level

- Knowledge about sustainability topics
- Creativity

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with a resumé and letter of interest by Monday, November 4th, 2024  
In your letter, please include the following information:**

1. Name, Email, Class Year. If you are a student that receives financial aid and/or are eligible for work study, please include this information in your cover letter.
2. Please describe your passion for sustainability and the environment.
3. If you could launch a sustainability initiative or event, what would it be and why?
4. EcoReps are peer educators and leaders. What leadership qualities do you have, and how have you developed them? What leadership skills do you hope to improve?
5. Time Commitments
  - a. **All EcoReps are expected to attend a weekly team meeting.** Please list your anticipated commitments for the upcoming Spring semester (e.g. number of semester units and course load intensity, employment/internship, volunteer work, athletics, student organizations, etc.). Include an estimated number of hours per week as well as your role within the commitment.
  - b. Please indicate your ability to return to campus 2-4 days before the start of the semester for training, teambuilding, and meeting with sponsor groups.