**Sustainability Coordinator**

**The Evergreen School**

**Overview:**

The Sustainability Coordinator facilitates and leads activities related to The Evergreen school’s mission and philosophy on environmental sustainability with faculty, staff, students, and as a community resource and liaison with school families, neighborhood groups, and the greater community. The coordinator provides consistent leadership, professional development, on sustainability best practices, guidelines, and policies. The coordinator works with teachers on the integration and connection to the curriculum on environmental, experiential, and sustainability education. The coordinator leads students, and students groups on sustainability and environmental activities.

**Responsibilities:**

* Serve as Committee Leader of the Environmental Sustainability Council to lead school-wide and community sustainability initiatives as designated by the committee and strategic plan.
* Provide Community Outreach and partnership opportunities with local city, neighborhood, and community groups to work on environmental sustainability projects with students, faculty and staff, and parent/guardian groups.
* Facilitate School Community Outreach to promote our sustainability goals through encouraging purchasing of green school supply products by our families, promote waste free lunches, anti-idling at drop-off and pick-up, and alternative transportation initiatives.
* Collect and integrate information to monitor progress on meeting Evergreen’s Environmental Sustainability Council’s sustainability goals, and share this information in multiple formats. Examples—reduction of waste, recycling program, transportation (promotion of carpooling).
* Give support and information and metrics for the development and implementation of energy and resource conservation projects, including energy conservation, green energy, and green building design. Document and communicate our savings from using renewable (solar energy).
* Work with the Facilities Department to meet our sustainability goals on waste reduction, recycling programs, energy conservation, water conservation, and the outdoor school environment.
* Implement, promote, and educate all employee’s on the school’s Environmental Sustainability Goals, Environmental Sustainability Purchasing Policy, Environmental Health Policies and Guidelines including Green Cleaning practices, anti-idling policy, purchasing non-toxic school supplies, energy and water conservation, and recycling and waste reduction initiatives.
* Serve on the Facilities and Master Planning committee. Promote the development and implementation of a plan to meet Green Building standards.
* Identify and develop opportunities for outside grant funding, rebate programs, or other savings programs.
* Develop and implement a comprehensive plan for up keep of the natural areas on campus including the wetland and garden spaces and integrate their use into our curriculum.
* Seek higher and maintain current level certification and participation in the EarthGen and King County Green Schools programs.
* Share our knowledge beyond the Evergreen community as a Community Resource and leader in Sustainability Education and implementation within school systems (i.e. offering workshops or presentations at conferences).

**Sustainability Education Responsibilities:**

The position of a sustainability curriculum and classroom coordinator is a resource to teachers to facilitate the integration of sustainability in their curriculum. The sustainability coordinator sees the big picture across the school and facilitates teacher connections from their classroom activities to those of the larger community.

* Offer Professional Development to the faculty on how to integrate Sustainability education in their curriculum and classroom.
* Coordinate the integration of our outdoor spaces into the curriculum and projects with classes and curriculum groups.
* Advice and work with student groups on environmental sustainability initiatives and all-school education and assemblies.