

New Orleans City Park

Full-time Job Vacancy Notice:

Sustainability Coordinator



New Orleans City Park is seeking a full-time **Sustainability Coordinator** to aid City Park in becoming a leader in environmental stewardship in the region by assisting with such initiatives as waste reduction, energy conservation, environmental stewardship, as well as helping to build a strong culture around sustainability and resiliency. This is a new position that needs to be developed, and we are looking for a self-starter to build its platform and define its purposes.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Collaborates with various departments in continuing the development of a comprehensive park-wide recycling and composting plan.
- Works with the Park catering and special events departments as well as outside event staff in the “greening” of all City Park events to include the establishment of sustainability guidelines and protocols.
- Coordinates with the Chief Electrician, Grants Manager, and energy consultants to identify potential lighting efficiency and weatherization upgrades, including possible grant funding and rebate offers.
- Coordinates with park grounds and volunteer departments to implement invasive species and pest control (animal and plant) methods
- Assists Chief Construction and Resiliency Officer in creating a watershed management plan focusing on constructed wetland and riparian zone improvements.
- Monitors golf course compliance with environmental standards set by Audubon Management.
- Works with PR staff to promote conservation and environmental campaigns for the public including manning booths at City Park sponsored and outside events
- Creates a periodic newsletter for Park employees to promote sustainable initiatives and attends monthly departmental safety meetings to promote environmental stewardship education.
- Develops facility specific operation guides educating staff on correct procedures for energy conservation, waste reduction, and environmentally-friendly purchasing
- Works with Safety Coordinator to properly manage and decrease use of toxic materials.
- Works with human resources and events staff to develop programs for employee participation – recycling day, volunteer activities, and educational opportunities – to promote conservation and ecology around the park, and to recognize environmental successes.

EDUCATION and/or EXPERIENCE:

- A bachelor’s degree in an environmental studies, sustainable land planning or biological science, or related environmental field, from an accredited university or a bachelor’s degree and at least two years’ experience in a similar environmental position.
- Strong verbal communication skills and the ability to speak with and communicate between departments at City Park in order to gather information for environmental assessments throughout the park, as well as to help train staff in implementing environmental programs.
- The applicant should be passionate about helping City Park to become a leader in environmental stewardship in the region and be committed to ongoing learning.
- Familiarity with various computer programs to support the Park in developing plans, displays, charts, etc. as required

*Apply in person at the City Park Administration Building, located at 1 Palm Dr., Monday through Friday, from 8AM to 4PM, or email your resume to hr@nocp.org.