#### 2 Co-coordinators for the Diversion Excursion Program, for Spring 2013

Submit completed application by Friday, November 30 to the University Housing and Food Service Dept. ~ 401 Legion Legion Avenue (behind Shasta Hall).

**Description:** Diversion Excursion (DE) is the residence hall move-out program where volunteers collect discarded items during move-out on Thursday and Friday of finals week (May 23 & 24, 2013). Diversion Excursion is a *joint* program between University Housing and Food Service Grounds Department and the AS Recycling/Sustainability Program. DE seeks to educate residents about materials they consider no longer useful (by freshman moving out of the resident halls). These items are then donated to local charities and benefit those who are in need. We collect the donations at 8 volunteer table locations and take them to local charities. We recruit approximately 160 volunteers to table in two hour blocks in the resident hall area. We divert approximately **20,000 pounds of goods in this two-day program**, which greatly reduces our impact of waste in the landfill.

Job duties include: The DE Co-coordinators will organize and implement the Diversion Excursion Program. This will include recruiting interns/volunteers, research and strategic planning, programmatic implementation and coordination. Additional job functions include attendance of weekly meetings, record keeping, volunteer recruitment, assisting with production of PR materials, and outreach to other organizations. Attend meetings with the University Housing Lead Grounds Worker and the AS Sustainability Coordinator. Recruit volunteers for the two day event at the end of Spring Semester. Schedule and do class presentations to get volunteers (typically 10 minutes). Will also coordinate and be available for the majority of the two day event. You will also send scripted letters to local charities and contact the media. This is the job description in general, there may be additional duties. Both coordinators will report hours of work to University Housing and Food Service. The job begins immediately upon filling. Hours will be limited in beginning of the semester, but pick up mid-semester.

**Education:** Must be a currently enrolled CSU, Chico student, part-time or full-time.

**Apply:** Applications are available online at the University Housing and Food Service website: <a href="https://www.csuchico.edu/housing">www.csuchico.edu/housing</a> OR apply online @: <a href="https://www.aschico.com/sustainability">www.aschico.com/sustainability</a>.

#### For general questions, contact:

Luisa Garza at the UHFS Grounds Dept. (530) 898-4039, lgarza@csuchico.edu

S:\Groups\Custodial & Grounds Group\Grounds \Diversion Excursion Coordinator Description 11-12

University Housing and Food Service Grounds Department California State University, Chico Chico CA 95929-0707 (530) 898-4039 lgarza2@csuchico.edu

# **Diversion Excursion EMPLOYMENT APPLICATION**

## There are two sides to this application No resume required or needed

### Required to be eligible for this job:

- You must be currently enrolled at CSU Chico with a minimum of 6 units. The CSU Chico Student Employment Office will verify.
- You must have a valid California State issued photo ID and an original Social Security Card

Please print clearly:				Expiration Date:			
			Address:				
Phone numb	er:	email	address:				
			rences will be contacted, please provide phone numbers.				
a)	Dates I	Employed			<del></del>		
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	Supervisor Phone w/ area code						
	Job Re	sponsibilities					
c)	Check each computer program you are proficient with:  Email distribution lists: MS Word: MS Excel: Power Point: Other:						
d) Ho			ng Spring Semester?				
e) Wh	nat is you	ır major/minor?		_/_			
List your sp	ring se	mester class sche					
Monday		Tuesday	Wednesday	Thursday	Friday		

## **Diversion Excursion (DE) Supplemental Questions**

Please return the supplemental questions, along with your application to the University Housing and Food Service Office or the AS Recycling office.

Applications are due no later than Friday, November 30, 2012.

Please keep your response under 2 pages, print legibly.

PLEASE READ THE FOLLOWING AND SIGN:  I hereby authorize the University Housing and Food Service Office, and/or the Associated Student of CSU Chico to have access to my permanent academic records from the records office during the selection process or during my employment.	
3. You are working with a group of volunteers during DE, sorting through residen donations and trash, an angry resident becomes belligerent yelling that they just to throw their trash away and they don't want anyone looking through it. What w do?	want
2. Describe any leadership roles that you have had in the past in regards to work internships and/or student organizations. What did you learn in this role and how you help in making this event/project successful?	
1. What about this position appeals most to you?	

Dated: 12-11-06 Rev. 11-12

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Code: 8-126