

## Nokomis East Neighborhood Association

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### Organics Recycling Engagement- Contract Position

The Nokomis East Neighborhood Association (NENA) is seeking an Organics Recycling Engagement Contractor to reach renters in the Nokomis East community that are eligible for residential organic recycling. Our goal is to increase participation in the city's residential organics recycling program among this key demographic. Recycling organic materials is the biggest opportunity to reduce our trash. Organic materials make up about 25 percent of the trash, and less than half (46%) of Minneapolis residents have signed up to participate.

#### Primary Duties & Responsibilities

- Door - to – door home organics program recruitment and sign-up at single family homes and duplexes in the Minnehaha, Morris Park, Keewaydin, and Morris Park neighborhoods
- Provide basic education on home organics recycling
- Track engagement and registration data

#### Hours & Schedule Requirement

This is a contract position for up to 60 hours from June through August 2019, with the option to extend to September 2019.

**Compensation:** \$18 per hour

#### Candidate Qualifications

##### Required Qualifications:

- Basic knowledge of organics recycling
- Strong people skills and the ability to speak with confidence
- Excellent personal accountability, self-motivation and follow through skills
- Able to walk/work in a variety of weather conditions
- Access to transportation to attend meetings at the NENA office (4313 E. 54<sup>th</sup> Street)

##### Desired Experience & Skills

- Door knocking or community organizing experience

##### How to Apply

Submit application materials to Program and Communication Manager Lauren Hazenson at [lauren.hazenson@nokomiseast.org](mailto:lauren.hazenson@nokomiseast.org) . Applications packets should include:



- Cover letter including candidate's interest in the project
- Resume
- Three references

Complete applications are due by 5:00 pm on June 5, 2019. Please email as PDFs or Microsoft Word documents. No phone calls.

**EEO/AA Statement**

NENA is an equal opportunity employer. NENA will not discriminate against any employee or applicant for employment on the basis of race, disability, color, creed, religion, ancestry, sex, national origin, affectional preference or sexual orientation, citizenship, age, veteran status, marital status or status with regard to public assistance.