



Sustainability Advocate – Position Description

Job Timeline: July, 2013 to June 21st, 2014

Compensation: \$2,214 per quarter

Job Summary:

- Advocates on behalf of the students of Bellevue College in sustainability issues.
- Solicits students to join legislative initiatives and organizes efforts for environmental legislation.
- Collaborates with community partners in representing issues of environmental.
- Works collaboratively with the Bellevue College Associated Student Government, Office of Student Legislative Affairs (OSLA), Student Science Association, and Office of Sustainability.
- Reports to Office of Sustainability staff on reviewing best practices for student outreach, organizing events, and collaborating with college and community partners.
- Regularly updates the ASG Environmental Representative and Office of Sustainability staff on legislative and program updates, as well as send updates from advocacy partners.

Minimum Qualifications:

- Minimum 2.7 cumulative BC college-level GPA at the time of application or 2.7 cumulative quarterly BC college-level GPA for the two (2) previous consecutive quarters, and maintain a minimum 2.7 cumulative BC college-level GPA throughout employment term.
- Must be registered for a minimum of (6) BC credits during Winter and Spring quarter and as many BC credits as needed during winter quarter for graduation purposes.
- Must have completed a minimum of (24) college level credits at the time of application.
- Must be able to travel to and spend time in Olympia, WA during legislative session. (Up to three days a year, travel paid for by the Student Programs)
- May need to travel to locations other than Olympia in order to coordinate on legislative partnerships. (The Office of Sustainability may be able to provide a vehicle for job related travel).

DISCLAIMER

The preceding job description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees to this job.

REQUIRED DOCUMENTS TO SUBMIT:

To be considered for this position, applicants must meet the minimum qualifications and must submit a complete application packet which includes the following:

- Cover letter addressing how you meet the minimum qualifications(no more than 3 pages)
- College transcripts (copies are acceptable)
- Resume*

APPLICATIONS MUST BE SUBMITTED BY EMAIL OR PAPER

EMAIL TO: patrick.green@bellevuecollege.edu OR SUBMIT TO: Student Programs, C 212

APPLICATION DUE DATE:

Application materials must be received in the Student Programs Front Desk by 5 p.m. on Monday, May 10, 2013 for consideration.