



**January 2022**

Are you a natural leader and educator interested in raising awareness of the impact of transportation on the environment? Would you like to be at the forefront of electric vehicle adoption locally?

goHunterdon, a dynamic non-profit organization dedicated to promoting sustainable transportation, is looking for an engaging individual to join our team to coordinate goHunterdon's environmental and sustainability program in Hunterdon County, NJ.

**POSITION: ENVIRONMENTAL OUTREACH COORDINATOR**

This is a salaried position 1,200 hours/year (approximately 24 hours per week). Responsibilities of this position include:

**Electric Vehicle Promotion/Support of EV Infrastructure**

- Promote the adoption of electric vehicles (EV) within Hunterdon County, NJ by becoming knowledgeable of State and Federal initiatives that support EV adoption.
- Provide information, guidance, and assistance to municipalities, schools and businesses interested in installing EV charging station infrastructure/implementing EV vehicles into fleets.
- Identify funding sources. Assist with grant applications.
- Participate in statewide efforts to advance electrification of the transportation sector.

**Support of Sustainable Jersey/Sustainable Jersey for Schools Program**

- Assist municipal and school green teams to achieve certification under the statewide Sustainable Jersey and Sustainable Jersey for Schools Program.
- Provide technical assistance to municipal and schools Green Teams to advance Sustainable Jersey Action Items including, but not limited to: Community Education & Outreach, Anti-Idling Education & Enforcement, Safe Routes to School, Sustainable Community Plans, Sustainable Land Use Pledge, Green Challenges & Community Programs
- Facilitate the countywide Sustainable Hunterdon Hub, a networking and information sharing coalition comprised of municipal and school green team members, environmental commissions, and engaged residents.

**Anti-Idling/Air Quality Programming**

- Provide technical assistance to schools, municipalities and the business community to implement anti-idling awareness campaigns.

**Environmental Education Program**

- Promote the availability/deliver environmental education (existing STEM aligned curricula) to Hunterdon County schools. (Carbon Footprint, Greenhouse Gas Emissions, Alternative Fuels, Electric Vehicles, EV infrastructure, Air Quality)
- Develop additional curriculum as identified
- Identify and facilitate local mentors to schools as needed
- Stay current on environmental trends.

**Public Education/Green Fairs/Community Events**

- Conduct informational/educational presentations to community groups, participate in Green Fairs, Community Days and other public events to promote sustainable transportation.
- Collaborate with local environmental organizations

**Knowledge, Skills, Abilities and Requirements:**

- Bachelor's Degree in Education, Environmental Sciences, Sustainability, or similar area of study
- 5 or more years of relevant work experience; teaching experience a plus
- Excellent interpersonal, written and verbal communication skills.
- Confidence speaking to public groups.
- Ability to facilitate group discussions; serve as discussion leader
- Ability to work independently and collaboratively
- Ability to analyze data, define problems, identify potential solutions, develop implementation strategies and evaluate outcome.
- Organization skills
- Ability to prepare clear and concise oral and written reports.
- Ability to establish and maintain effective working relationships with all levels of staff, community representatives, school representatives, colleague organizations.
- Proficiency with spreadsheets, word processing, presentation, database and project management software. (Microsoft Word, Excel, PowerPoint)
- Familiarity with Google Classroom a plus.
- Valid driver's license and reliable vehicle, preferably an SUV style, to allow for travel to schools, meetings, transport program supplies as needed
- Reliable home internet connection.
- Ability to lift 25 lbs.

**Location:**

- Office is located in Flemington, NJ (Hybrid remote work model/telework policy)
- All work is located within Hunterdon County, NJ

**Compensation/Benefits:**

- A budget for this grant funded position has been set and compensation will be discussed with qualified applicants.
- Health benefits available; paid time off (PTO) program.
- Flexible Work Schedule/Hybrid Remote
- Collaborative Work Environment
- Mileage reimbursement at IRS approved rate

Applications, including resume and cover letter, will be accepted online only. No phone or email inquiries.