



**San Francisco Clean City Coalition
Job Announcement**

Job Title: Green Skills Instructor
Reports To: Green Enterprise Manager
Position Details: Part-time, 25 hours per week (duration of program March 2010-June, 2011)
Hourly rate dependent on experience (Range is \$18- \$22 hour)
Available immediately, open until filled

Clean City is a non-profit organization that focuses on cleaning, greening, and beautifying San Francisco. Clean City's mission is to build bridges between quality of life resources and the neighborhood groups, merchant associations, and residents that need them.

Clean City's Green Jobs and Green Skills Academy Program provides transitional employment, environmental literacy, job readiness training, job placement assistance, and vocational training to low-income individuals in the waste management and recycling fields.

Position Summary:

This position will provide Environmental Literacy, Recycling and Resource Recovery instruction, fieldtrips, coordination and supervision for our Green Skills Academy Program.

Job Responsibilities:

- Instruction of the ROOTS Environmental Literacy Program for up to 12 participants at a time.
- Instruction of a new Recycling and Resource Recovery curriculum for up to 12 participants at a time.
- Coordinating fieldtrips, guest speakers, and hands-on workdays with community partners
- Driving 12 passenger van to training locations in San Francisco
- Supervising off site training activities
- Revising curriculum during pilot phase of the program
- Program progress reporting
- Other duties as necessary

Qualifications:

- Solid background and understanding of environmental issues, preferably waste management and/or recycling experience
- Teaching experience, community outreach, and/or neighborhood organizing preferred
- Excellent communication and organizational skills
- Computer literate (including Word, Excel and internet)
- Ability to work with a wide range of people
- Knowledge of Spanish or Cantonese a plus
- Drivers License with the ability to get Class B license, insurable driving record

Please submit resume and cover letter to:

**Green Skills Instructor Position
c/o Executive Director
San Francisco Clean City Coalition
1016 Howard Street
San Francisco, CA 94103**

Email: info@sfcleancity.com

NO Faxed copies!!

NO phone calls please!