Indiana University - Sustainability Development Program  
2020 Recycling Specialist Extern – Waste-Away Group

POSITION SUMMARY- Recycling Specialist
The Waste-Away Group's is a group of recycling and waste companies that specialize in hauling, sorting, processing and selling commodities collected from communities in the South Bend, Indiana region. The group operates multiple sorting and processing facilities, which is where we find contamination in the form of non-recyclables such as food, clothes, wood, toys, and blatant trash. We know recycling is only sustainable when residents and customer abide by the list of items acceptable in the single-stream fashion. Sorting out trash is dangerous, wasteful, energy intensive, and costly. We are now working hard to communicate and offer direct feedback to customers that regularly place non-recyclables in their container.

We are seeking an extern that is passionate about recycling and is eager to learn about the circular economy. Waste is one aspect of our culture that continues to grow, and it is imperative that we continue to innovate and work with communities to become more conscious about consumption.

The extern will be placed in the Sales and Marketing Department and will be responsible for taking the lead on a Cart Tagging Program for residential recycling in St. Joseph County. The extern will lead a group of auditors that will be deployed on each workday. The ideal candidate will be motivated to complete each day’s audits in a timely manner, to ensure the carts are audited before the recycling trucks arrive. (4-6 hours/day).

Secondly, the extern will have the opportunity to build upon the Waste-Not Society. The WasteNot Society was created by the owners over 30 years ago with the philosophy to “proactively educate the public and encourage active consciousness about the impact of all decisions. We feel there is a need for producers and consumers to give greater consideration.”

In 2019, we developed 10 waste stations for events that are looking to become more waste conscious, or even go “Zero Waste.” The extern will work with event coordinators to plan and execute waste handling for events. This will deal mostly with coordinating materials that vendors use, to ensure they are recyclable or compostable. The extern will be responsible for staffing the waste stations, in the case that zero waste is a goal.

Duties will include:
- Attend the 3-day Boot camp May 18 – 20, 2020.
- Coordinate and plan auditor's schedule
- Lead cart-tagging program
- Consolidate data gathered by auditors
- Attend 3-5 industry related field trips
- Coordinate and promote waste stations at events
- Responsible for waste station inventory and deployment
- Occasional weekend event work, help coordinate volunteers
Qualifications

- Self-Motivated
- Recycling Advocate
- Fast-Paced and Punctual
- Physically able to walk 4-5 hours each day
- Proficient in Excel

Compensation

Compensation will be in the form of a scholarship through the Indiana Sustainability Development Program. The intern will work full time* for 10 weeks, beginning May 25-July 25th (dates are negotiable).

*number of hours will differ each day slightly but will not exceed 8 hours. Ideally, the routes should take 4-5 hours/day.

Feedback and evaluation

The intern will be given regular feedback from the Waste-Away Group’s Sustainability Coordinator on progress and performance. Success in the internship will be determined by the completion of cart tagging program, and general understanding of the waste industry. They should grasp how “sustainability” takes on various meaning when it comes to hauling and recycling waste. The student should take with them an appreciation for recycling education and the need for further participation. Through the cart-tagging program and event waste stations, the extern will learn how to best communicate with residents.

Application instructions

“To apply for this position, complete an application on the Sustain IU website. If you have questions about the program or any of the jobs available, email Danni Schaust, ISDP Program Manager, at danmcphe@iu.edu. The application deadline is Friday, Feb. 28, 2020.”