Rowland Hall Sustainability Coordinator

School Overview
Rowland Hall is an independent school serving 935 students from 2PreK through twelfth grade on two campuses in Salt Lake City. Founded as an Episcopal school in 1867, Rowland Hall has been an independent institution since 1933. Rowland Hall's mission is “to inspire students to lead ethical and productive lives through a college preparatory program that promotes the pursuit of academic and personal excellence.” The school offers a progressive education that includes a rigorous academic program, excellence in the arts, competitive athletic programs, and a nurturing and inclusive community. Located near the base of the stunning Wasatch mountain range and adjacent to the University of Utah, a world-class research university and medical center, Rowland Hall attracts a diverse community of families who may be third generation Utahns or recent transplants choosing Salt Lake for its recreational and cultural Opportunities.

Position Summary
The Sustainability Coordinator oversees and manages a wide range of faculty, student, and facility initiatives in the areas of social, ecological, and financial sustainability. This position takes direction from the Director of Operations and the Director of Ethical Education.

The Ideal Candidate
Rowland Hall seeks an individual passionate about institutional transformation towards sustainability at a whole-school level. A candidate capable and willing to switch between a wide-range of tasks on a day-to-day basis; a person humble enough to clean the lunchroom, to develop relationships with operations staff, and patient enough to teach a lesson on composting to 4th grade students in the same afternoon. We seek a candidate who is as passionate about education for sustainability as they are about improving facility energy efficiency. An individual who can think about the big picture as they guide the school through our recently envisioned 5-year Sustainability Action Plan and at the same time realize the importance of small actions like picking up trash in the hallway. Our ideal candidate is a people person who excels at collaborative leadership and is self-motivated.

Preferred Qualifications

- Bachelor’s Degree with a focus related to sustainability.
- Interest in sustainable practices as it relates to school environment and community programs.
- Ability to facilitate communications between diverse groups, concerning sustainable practices, awareness and to generate support for programs.
- Ability to pinpoint networking of strategic partners and their resources concerning sustainability.
- Interest in construction and operations of community gardens, food waste composting, solid-waste recycling, and solar power.
- Ability to initiate audits and write school-wide sustainability reports.
- Interest in energy efficient practices as it relates to practical use in facility management.
- Comfortable with and excited to work with kids aged 2prek-12 about sustainability.
Primary Responsibilities

- Play a supportive role to the Operations department by doing tasks such as: cleaning the lunch room, taking out trash and recycling, managing irrigation systems, monitoring trends in energy consumption, encouraging energy efficiency, and other similar tasks.
- Implement Rowland Hall’s 5-year Sustainability Action Plan
- Co-Lead and recruit members for the school’s Sustainability Committee.
- Teach sustainability lessons or courses to a wide range of age groups between 2preK-12.
- Work with school directors in the areas of: facility operations, service learning, and curriculum development to ensure that sustainability becomes part of the school’s mission.
- Encourage and facilitate the development and implementation of sustainability initiatives throughout Rowland Hall campuses with students, faculty, staff and community members.
- Assist in defining goals, performance metrics and long-range planning for sustainability.
- Research and maintain working knowledge of best practices at peer institutions with regards to sustainability.
- Assist in the preparation of budgets and grants for sustainability.
- Maintain an active professional life, keeping abreast of developments in the field of Sustainability.
- Communicate sustainability efforts to the Rowland Hall community and the public.
- Organize and implement Earth Week programming for the school.
- Facilitate the composting program on both campuses.
- Facilitate Steiner Community Garden.

To apply for this position, please send a cover letter, resume, and any other supporting materials to annburnett@rowlandhall.org. For more information about the school, please visit www.rowlandhall.org.

Equal Employment Opportunity

Rowland Hall is an equal opportunity employer, and as such, believes that each individual is entitled to equal opportunity without regard to sex, color, race, ancestry, religion, national origin, sexual orientation, gender identity, age, physical disability, marital status, veteran status, or any other characteristic protected under federal or state anti-discrimination laws. Rowland Hall’s equal employment opportunity practices extend to recruitment, hiring, selection, compensation, benefits, transfer, promotion, training, discipline and all other terms, conditions, and privileges of employment.