



Employment Opportunity

Jackson County

Please post this employment opportunity where all employees have access.

Position: Solid Waste Reduction Education Coordinator
Permanent Full-Time

Department: Solid Waste

Description of Duties & Responsibilities: Performs administrative and educational work in the Solid Waste Department to reduce litter in Jackson County and educate citizens and students on environmental issues. Work involves developing and implementing recycling programs including preparing reports, locating and writing grants to support recycling programs, as well as implementing and maintaining a comprehensive issued-based accountable educational program, creating effective teaching groups for recycling and litter prevention, and maintaining a working relationship with government entities; promoting outreach programs and education within the community on recycling and litter issues; managing and coordinating special recycling/litter control projects; acting as a liaison for interaction with county agencies, businesses, schools, community events, etc. and handling responsibility for educational publications and coordination and participation in the removal of refuse from identified areas.

Education & Experience Requirements: Bachelor's degree in science, education or related field and one year related experience in education, business education or related field; or an Associate's degree in science, education or related field and three years' experience in experience in education, business education or related field, or combination of education and experience. Candidate must have valid North Carolina driver license.

Starting Salary: \$32,341.25 (Grade 20)

Jackson County provides a robust offering of employee benefits including employer paid medical and dental benefits, participation in the Local Government Employees Retirement System, paid leave (vacation, sick, and holiday), employee clinic and wellness program, and supplemental benefit offerings.

Full overview of benefits available at: <http://www.jacksonnc.org/employment-opportunities>

Application Requirements: Submit a complete State Application (PD107) to:

Jackson County	NCWorks Career Center
Human Resources Department	26 Ridgeway St., Suite 2
401 Grindstaff Cove Rd., Suite A-218	Sylva, NC 28779
Sylva, NC 28779	

State applications are available online at <http://www.jacksonnc.org/employment-opportunities> or can be obtained at the Jackson County Human Resources or the Sylva branch of the NCWorks Career Center.

Closing Date: Friday, July 20, 2018

Jackson County is an Equal Opportunity Employer.

Pre-employment drug screen and criminal background checks are required.

Jackson County participates in the federal [E-Verify](#) program.

Jackson County Human Resources Department

401 Grindstaff Cove Road • Sylva, NC 28779

828-631-2212 • 828-631-2266 fax