

RECYCLING EDUCATOR

DISTINGUISHING FEATURES OF THE CLASS:

This position is responsible for developing, maintaining and implementing a recycling program that will result in the increase of the County's recycling rate. The work will require creative communication in working with local municipal governments in establishing recycling programs. General supervision and direction is received from the Deputy Commissioner of Solid Waste Management. Duties shall relate to the New York State Solid Waste Management Plan Beyond Waste and the Dutchess County Local Solid Waste Management Plan Rethinking Waste, which includes waste reduction, reuse, recycling, resource recovery, and landfilling.

TYPICAL WORK ACTIVITIES:

The following is indicative of the level and types of activities performed by incumbents in this title. It is not meant to be all inclusive and does not preclude a supervisor from assigning activities not listed which could reasonably be expected to be performed by an employee in this title.

1. Assists in the County's comprehensive recycling and source separation program;
2. Assists in the coordination of recycling and source separation programs in local municipalities as needed on a county wide basis;
3. Develops and maintains outreach to area residents, community groups, municipal officials, schools and businesses concerning materials recovery and recycling;
4. Works with local recycling companies to assist in educational programs;
5. Provides direction to consultants employed by Dutchess County Solid Waste Management concerning recycling program goals;
6. Develops and maintains files on source separation programs and techniques, materials recovery systems and makes information available to interested groups and municipal officials;
7. Works closely with the Dutchess County Resource Recovery Agency and other similar organizations including the Hudson Valley Regional Council, Cornell Cooperative Extension Dutchess County, and the Dutchess County Environmental Management Council;
8. Implements and evaluates recycling and composting pilot projects;
9. Assists in monitoring compliance with the County's materials recovery and waste reduction regulations;
10. Assists in intern programs concerning recycling and materials management;
11. May write grant proposals and prepare applications for assistance relating to recycling;
12. Attends and participates in conferences related to recycling, composting and reuse;

FULL PERFORMANCE KNOWLEDGE, SKILLS AND ABILITIES:

Good knowledge of science and technology as applied to materials recovery and recycling programs; good knowledge of the principles and practices of solid waste management and how these practices relate to the protection of the environment; ability to work effectively with advisory groups, government officials, the public and private business; ability to prepare and present complex reports effectively; ability to organize and implement a project from concept to completion; personal characteristics necessary to perform the duties of the position; physical condition commensurate with the demands of the position.

RECYCLING EDUCATOR (Continued)

MINIMUM QUALIFICATIONS:

Graduation from high school or possession of a high school equivalency diploma and:

- EITHER: (A) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's degree in education, environmental science, natural resources, engineering, planning, or a related field;
- OR: (B) Graduation from a regionally accredited or New York State registered college or university with a Associate's degree in education, environmental science, natural resources, engineering, planning or related field and two (2) years of work experience in either municipal, community, or regional planning with emphasis in solid waste management or recycling;
- OR: (C) An equivalent combination of education, training and experience between the limits of (A) and (B) above.

SPECIAL REQUIREMENT

Possession of a New York State Driver License at time of appointment.

ADOPTED: 12/16/2016

REVISED: 01/13/2017