

## **Battle of the Buildings Coordinator (1-2 positions)**

Position: Battle of the Buildings Coordinator

Hours: 10 hours per week (2 hpd)

Duration: 3-12 months (Summer 2014 through Summer 2015)

Location: Knox and School Sites

Responsible to: Resource Conservation Manager

Application Deadline: May 30, 2014 (reviewed as submitted)

Job Purpose Statement: The primary responsibility of the Battle of the Buildings Coordinator involves development and implementation of daily/weekly outreach and promotional activities, in partnership with the Community Based Social Marketing Coordinator, that focus on energy efficiency and conservation at participating schools within Olympia School District. This position will help manage the school district's participation in the Battle of the Buildings competition (the EPA's National Building Competition).

### Qualifications (required):

- A current undergraduate or graduate student
- Knowledge of and/or experience with outreach and engagement initiatives
- General knowledge of commercial building systems (i.e., lighting and heating ventilation, and air conditioning)
- A minimum of one-year working with youth
- Knowledge of Microsoft Word, Excel, and PowerPoint and proficiency in accessing/utilizing web-based applications

### Desired qualifications:

- Knowledge or experience developing outreach, promotional, and/or educational materials

This position qualifies for a 2 credit Internship or Individual Learning Contract.

A stipend may be available, and mileage for traveling between sites will be reimbursed.

To apply, please submit a cover letter and résumé via email to:

Bobby Coleman  
Resource Conservation Manager  
Olympia School District  
1113 Legion Way SE  
Olympia, WA 98501

[rcoleman@osd.wednet.edu](mailto:rcoleman@osd.wednet.edu)