

Stormwater Education Assistant

Utilities and Engineering Services coordinates activities and reporting for the University's stormwater permit (Phase II MS4), which includes a campus-wide education campaign. Our team is looking for an individual with a passion for environmental education and sustainability to continue management and implementation of the campaign.

Specific projects will include: identifying platforms and opportunities for educational materials throughout campus; managing and developing content for stormwater Instagram account (fsu_stormwater); content development and coordinating design of a dining PSA; content development and coordinating design of a movie theatre PSA; and content development for Facebook posts.

RESPONSIBILITIES

- Continue development and implementation of education campaign related to stormwater management in support of the University's MS4 Phase II permit (content, materials, social media platforms)
- Conduct outreach activities about stormwater management (presenting to groups, tabling at events, and developing and implementing workshops)
- Maintain records of educational outreach activities for MS4 permit reporting requirements
- Weekly progress reports
- Weekly staff meetings
- Other duties as assigned

MINIMUM QUALIFICATIONS

- Excellent research and writing skills
- Familiarity with social media platforms and social media analytics
- Experience with Microsoft Office software (i.e., Outlook, Word, Excel, PowerPoint, OneNote, Planner)
- Interest in stormwater environmental issues and regulatory oversight
- Ability to communicate complex environmental topics to the campus community
- Ability to conduct themselves in a professional manner and work in a professional office setting

PREFERENCES

- Background in education, communications, environmental science, or other relevant fields
- Aptitude for content development and public speaking
- Graphic design skills

ADDITIONAL INFORMATION

- Immediate start date; 8-12 hours a week
- Position is through December 2019 with possibility of extension
- \$12-\$15 per hour depending on education level

Interested applicants should send a cover letter and resume to:
Stacy Slavichak, Water Resources Manager, sslavichak@fsu.edu