

**University of Wisconsin
Eau Claire**

Job Title: Sustainability Services – Graduate Assistantship (GA)	
Supervisor: Director of Risk Management, Safety and Sustainability	Department: Finance and Administration
E-mail: cricketg@uwec.edu – Grace Crickette, Vice Chancellor for Finance and Administration	Phone: (715) 836-3107
Start Date: 06/01/2021	End Date: 5/31/2022
Compensation/benefits: \$18,700 for 12-month contract, 20 hours/week, excluding federal holidays <ul style="list-style-type: none"> • \$600 in professional development funds provided annually, along with a loaned laptop for school/work use. • Housing and meal plan • Eligible for health insurance through UW-Eau Claire (UWEC). • Flexible scheduling – while most work is ideally completed during the standard work week (8a-4:30p M-F), GAs can generally complete their work at the times that work best for them. • Although this is listed as a one-year commitment, we would hope the graduate assistant would return for a second-year appointment. 	
About the Institution:	Consistently rated in the Top 10 public Midwestern universities, the University of Wisconsin-Eau Claire is one of 13 four-year public institutions in the University of Wisconsin System. Current undergraduate enrollment is over 10,000 students with over 60% being Wisconsin residents. Students can participate in over 80 majors in an average class size of 21. Campus Pride also ranked UWEC the Best College in Wisconsin for LGBTQ+ students. Eau Claire is located about 90 miles from the Twin Cities in Minnesota. For more information, please view the university website .
Primary Duties:	<p>This position will work alongside the established Student Sustainability Commission within the UWEC Student Senate, known from 2011-2021 as the Student Office of Sustainability.</p> <p>This position will serve as a resource in the development of commission strategic plans that work in conjunction with and compliment campus-wide strategic plans and long-term sustainability initiatives. The Sustainability Graduate Assistant will maintain respect for and contribute to the university shared governance structures. The Sustainability Graduate assistant will seek to uphold UW System Administrative Policy 820 (formerly F50) in all collaboration with the Sustainability Commission.</p> <p>This position will work closely with the sustainability Specialist within Facilities and report to the Director of Sustainability to assure that strategic planning efforts align with and enhance the work of this department.</p> <p>Core Job Accountabilities:</p> <ul style="list-style-type: none"> • Assist with implementation and updating of the 2020 Chancellor's Sustainability & Climate Task Force Recommendations.

- Assist with research and identify practical sustainability measures and features for new construction, maintenance, and repair initiative through researching industry trends and best practices.
- Assist as a resource for the Student Sustainability Commission in the development of commission strategic plans.
- Assists the unit's efforts to achieve its vision of instilling a culture of sustainability. Provides support to various unit initiatives and serves as a sustainability resource to staff, students, and the community.
- Assists in implementation of sustainability initiatives that promote a culture of sustainability through awareness and behavior changes in students, staff, and the community.
- Assists in evaluating sustainability projects, programs, and events, making adjustments and enhancements as necessary.
- Assists in developing and maintaining training and support materials that provide guidance to students and staff.
- Collaborates with campus and community partners to execute initiatives and to promote the unit sustainability program.
- Serves as a liaison to internal and external stakeholders to support various unit initiatives and serves as a resource to students, staff, and the community.

For further questions about the department please contact Vice Chancellor Grace Crickette.