



**GLOUCESTER COUNTY**  
invites applications for the position of:

# Clean Community Coordinator

---

**Hourly:** \$18.42

**OPENING DATE:** 7/21/2021

**CLOSING DATE:** Open Until Filled

**Description:**

Under general supervision, performs administrative and program management duties in the coordination of the services, programs and activities of the Clean Community Program which promotes litter prevention, clean-ups, and recycling. Employee must exercise independent judgment, discretion and initiative in completing assignments and handling public contact situations requiring considerable tact and knowledge of county policies, procedures and programs. Reports to the Park Superintendent.

**Required Knowledge, Skills, and Abilities:**

General knowledge of current techniques and methods used in the 3 R's (Reduce, Reuse, Recycle) and litter control programs.

General knowledge of the current literature, trends, and developments, in the 3 R's (Reduce, Reuse, Recycle) litter control.

Ability to plan and implement educational programs for adults and youth.

Ability to effectively and enthusiastically deliver presentations and educational programs.

Ability to express information and ideas clearly and effectively in writing and demonstrate proof-reading and grammar skills.

Ability to exercise independent judgment, discretion and initiative in completing assignments.

Ability to establish and maintain effective working relationships.

**Qualifications**

Possession of a Bachelor's degree in a human services field is preferred.

Minimum of one (1) to two (2) years of experience in program management or administration, communications, and/or an environmental field.

**Special Requirements**

To be considered for this position, your online application must include your cover letter, resume, and three (3) professional references.

For a complete job description and to apply online, visit our website at: [www.gloucesterva.info](http://www.gloucesterva.info).

*Gloucester County is an Equal Opportunity Employer*