



Dartmouth Outing Club First-Year Trips

P.O. Box 9,
Hanover, New Hampshire 03755

2013 Sustainability Coordinator Application

What does the Sustainability Coordinator do?

Your goal as Sustainability Coordinator is to critically evaluate all parts of DOC Trips – a HUGE program – and seek to make lessen our environmental impact, and increase how sustainable the program is this year. You are tasked with finding the places within the program that could be improved from a sustainability perspective (i.e. bussing routes, energy usage, food sourcing etc...), developing messaging and education around sustainability for both trip leader training & for during Trips, and working closely with other directorate members to integrate the value of sustainability throughout the program.

You will need to work closely with the College's Sustainability Director and other related student groups in developing effective messaging/education efforts. And given the flexible nature of this position, collaboration and creativity will be essential! There is a lot of initiatives, ideas, and programs this position can take on – so we're looking for someone excited about introducing and integrating sustainability in unique/exciting ways.

The Sustainability Coordinator is a part of the Trips Directorate – the group of students who share in coordinating the planning and execution of the entire program. Other members of the Trips Directorate include: Director, Assistant Director, Croo Chiefs, TLTs, Safety Master, and Outreach Coordinator.

Requirements to be the Sustainability Coordinator:

- Prior involvement with DOC Trips as either a trippee, leader, or croo member.
- You must be around Hanover in the spring of 2013 and during most of Trips (August 20ish – September 12ish, dates are not yet finalized). ***Please note that sophomores taking classes this summer ARE eligible for this position.*
- Ability to think creatively, critically, and thoughtfully about how the Trips program can improve and evolve.
- Interest or experience in communications & messaging
- Some experience or background in sustainability work (on- or off-campus), basic knowledge & interest in how sustainability works (environmental science)
- Desire to work with many different offices, student groups, communities and staff to implement sustainability initiatives for Trips.

- Desire to take initiative with this role, and work collaboratively with other directorate members to make Trips as sustainable as possible.

How much work does this position require?

Ideally, you will be around Hanover in the Winter, Spring & Summer – but if you're only here 2 of those 3 terms, still apply! You can expect to work 2-6 hours each week in this role. It is expected that the Sustainability Coordinator will be an active contributor to the Trips Directorate and assist other directorate members as needed.

During Trips, you should plan to be in Hanover for as much as possible (if you're taking classes, academics take priority over Trips). You will work with other directorate members as needed to implement various sustainability initiatives. For all this, you will be paid with my eternal gratitude, endless appreciation, and love (as in...not with dollars).

This position has the flexibility to allow you to potentially be a trip leader on a later section of Trips (schedule-permitting).

This sounds like SUCH A COOL job. How do I apply?

Applications are **due Monday January 7th by 7:17pm Eastern (early applications are also encouraged)**. Please submit your application via EMAIL to DOC.Trips@dartmouth.edu. You may also submit your application in hard copy (double-sided printing!) to the Outdoor Programs Office in Robinson Hall.

Your application must include the following:

- ❖ A cover page with your name, class year, contact information, and D-Plan through the Fall of 2013.
- ❖ Your past involvement with DOC Trips (leader, croo, etc...)
- ❖ The specific directorate position(s) you are applying for.
- ❖ A cover letter (no more than 3 pages single-spaced please!) addressing the qualifications & questions listed below.
- ❖ Two references (1 student + 1 other) with appropriate contact information. Your references should have a general understanding of the Trips program.

General Cover Letter Questions

If you are applying for another directorate position (Croo Chief, TLT, Outreach Coordinator, Sustainability Coordinator), you can leave this portion of your cover letter identical.

Discuss your motivation(s) and interest in the Trips program; why do you want to be involved in Trips 2013? Describe your understanding of the program's mission, philosophy, and goals. How do you imagine the program in 10 years? Describe your leadership style and discuss how you handle projects,

deadlines, and multi-tasking. Briefly (I mean it!) describe your involvements on campus.

Sustainability Coordinator Cover Letter Questions

These questions are specific to the Sustainability Coordinator role and, along with the general questions above, should be addressed in your cover letter.

Please discuss your interest and experience working with sustainability initiatives and issues. What is your interest in this position and what do you think you will bring to it? Why is sustainability an important message for DOC Trips to promote? What are your initial ideas to enhance sustainability efforts within Trips and improve the way in which we communicate these ideas? Discuss a challenge you faced in your work in sustainability. Share an experience in which you had to take initiative in a leadership role.

What are your schedule and time commitments for the winter, spring, and summer terms (i.e. off-term location, in-season athlete, hard classes, thesis, other campus jobs, etc...)? *The Sustainability Coordinator needs to be around Hanover in the Spring, and hopefully summer, as well as during most of DOC Trips (Aug. 20ish – Sept. 12ish).*

**Feel free to mention or highlight anything else you feel is important or relevant to the position(s) you're applying for or the program in general!

How the Sustainability Coordinator is selected:

The Director and Assistant Director will read all applications for the Sustainability position and make the final selections. Former directorate members and leaders of campus sustainability groups may be consulted for their input, but the final decision rests with the 2013 Director & Assistant Director.

Every effort will be made to arrange interviews (in-person, phone, or Skype), but due to the volume of applications, an interview is NOT guaranteed for all candidates.

**If you are without reliable internet access during the winter term, please send a blitz to the DOC.Trips@dartmouth.edu account as early as possible.

All applicants will be notified no later than Monday January 21st.

Parting thoughts...

"Unless someone like you cares a whole awful lot, nothing is going to get better. It's not."

--Dr. Seuss (The Lorax, 1971)

"I would insist that the person who spends four years in our North Country and who does not learn to hear the melody of rustling leaves, who has not stood enthralled on the top of Moosilauke on a moonlit night, who has not seen a sunset from one of Hanover's hills, who has not thrilled at the whiteness of the snow-clad countryside in winter – I would insist that this person has not reached out for some of the most worthwhile educational values accessible to them at Dartmouth."

--Ernest Martin Hopkins (Dartmouth College President, 1916-1945)

DOC Trips is a program like no other; its impact upon both the first-year class and the community as a whole is truly meaningful and has only become stronger in its 77-year history. The program has endless potential to improve and carry on what makes Dartmouth a special place to call home and each year, more and more of that potential is realized. Sustainability is one area that has a lot of potential for your creativity, passion, and initiative. DOC Trips show new students the beauty of the Upper Valley area, so we have an obligation to reduce our impact as much as possible while education students on the ways they can do the same. Your role is a powerful force for sustainability; Trips is the first exposure many students have to Dartmouth and an incredible opportunity to instill an appreciation for sustaining both this community and our planet as a whole.

The next 8+ months are an opportunity for this directorate to innovate, reflect, and improve upon a program that already has tremendous success. Take some time as you complete this application to reflect upon your own experience with Trips and consider what will make this program so special for the '17s (all the work over the next few months will be totally worth it, I promise!).

I am SO excited you are considering the Sustainability Coordinator position. Please feel free to contact me with any questions (even over winter break). This role is vital to the success of DOC Trips and I look forward to reading your application!

Chris O'Connell '13
Trips Director 2013