



PVDFest 2019 Call for Zero Waste Coordinator

Title of Position **PVDFest 2019 Zero Waste Coordinator**

Stipend **\$2500.00** (*approximately 100 hours at 25.00*)

Start Date: May 1st, 2019

End Date: June 15th, 2019

DESCRIPTION

In 2019 PVDFest is increasing efforts to make the event zero waste and is looking for a Zero Waste Coordinator to assist in this work. The position will help coordinate pre-event logistics and planning, as well as playing a key role during the festival.

When is PVDFest? PVDFest 2019 will be held on June 6th thru June 9th each day will have offerings for the public.

What is PVDFest? For the fifth year, Mayor Jorge O. Elorza, the City of Providence's Department of Art, Culture + Tourism and founding creative partner FirstWorks will host PVDFest, Providence's signature art festival, June 6-9, 2019. Providence's world-renowned art, culture and culinary community join forces with artists from across the country and globe to deliver a once in a lifetime experience. Live music, dance, food, and visual art installations transform the city in a four-day, multi-arts take-over of public spaces, parks, and outdoor stages in the heart of Providence, Rhode Island.

Find out more at www.pvdfest.com

With the fifth installment of PVDFest, AC+T aims to raise the visibility of the creative sector, create new opportunities for local artists to participate in the festival, and increase cultural participation by co-presenting high quality programming for diverse audiences.

The Zero Waste Coordinator is responsible for:

- Showing initiative, flexibility and good humor
- Attend 2-3 planning meetings between May and June
- Develop Zero Waste volunteer management plan
- Design and execute Zero Waste Volunteer trainings as necessary
- Manage volunteers during the festival
- Coordinate day-of logistics related to waste reduction efforts
- Support marketing and promotion efforts surround zero waste goals
- Develop a system for evaluating success of zero waste efforts and produce post-festival evaluation report

Qualifications:

- Experience with event planning and management
- Demonstrated understanding of recycling and composting industries
- Ability to work in a fast-paced, team environment



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- Excellent interpersonal skills and experience coordinating large groups of volunteers
- Experience working on other zero waste events a plus
- Ability to interact professionally with colleagues and external partners
- Ability to communicate effectively
- Ability to learn quickly and be effective in a fast-paced environment
- Excellent organizational, time management, and follow-up skills
- Acute attention to detail
- Bilingual fluency in English and Spanish preferred, but not required

APPLICATION INSTRUCTIONS: Please a cover letter which clearly articulates your interest and qualification for the position. Place “PVDFest 2019 Zero Waste Coordinator” in the subject line and send electronic submissions to Rosalynde Vas Dias at rvasdias@providenceri.gov .

Deadline: This position will remain open until filled.

Thank you, we appreciate your interest