



**PRESIDENT'S
SUSTAINABILITY COMMISSION
COLORADO STATE UNIVERSITY**

Job Description: Chair or CoChairs

The Chair/Co-Chairs work under the authority of the Colorado State University President with the Vice President for University Operations (VPUO) serving as the liaison to the Executive Leadership Team.

Mission of the Commission:

Promote and facilitate the effective integration of sustainability across all aspects of the University from an environmental, economic, and social justice lens.

Responsibilities of Chair/Co-Chairs:

- Facilitate monthly meetings and annual retreat for the Commission and ensure that colleges, divisions, and constituencies across campus are represented on the Commission.
- Identify sustainability opportunities and challenges on campus from an environmental, economic, and social justice lens and provide a forum for campus constituencies to bring forward sustainability opportunities and challenges they have identified.
- Advance vetted sustainability proposals, opportunities, concerns, and recommendations directly to the President and/or Executive Leadership Team through the Vice President of Operations.
- Ensure that the work of the Commission is transparent and available to the university community with minutes posted publicly and open invitations for entities across campus to present at meetings.
- Recommend sustainability goals for the University Strategic Plan and develop and implement a Sustainability Strategic Plan to pursue related/additional objectives and goals identified by the Commission or as charged by the President.
- Lead sustainability reporting and benchmarking for the University including STARS, Greenhouse Gas reporting, Climate Action Plan, and the Sustainability Strategic Plan. With the support of the President, the Chair/Co-Chairs may call on various units of the University to acquire necessary data for this reporting.
- Represent the Commission or delegate members to represent the Commission at national, regional, and local sustainability conferences and meetings.
- Collaborate with Commission members and other campus entities to host Earth Week and promote and publicize campus sustainability initiatives, events, awards, and successes throughout the year.
- Establish subcommittees of the Commission to explore and work on specific objectives, topics, or goals (including standing subcommittees for Academics and Research, Engagement, Operations, Planning and Administration, Climate Action Plan, and STARS).

- Manage and provide content for green.colostate.edu and partner with External Relations to submit sustainability stories to SOURCE, promote national rankings, and share compelling content via CSU's social media channels.
- Hire and supervise Commission intern(s) and provide appropriate leadership and oversight for the Treasurer and Administrative Support roles on the Commission.
- Serve as a point of contact for sustainability inquiries from internal and external constituencies and make connections to appropriate resources and subject matter experts at the university.
- Present Commission progress to the President at least once per year and as requested/needed to Executive Leadership Team and/or Board of Governors.

Terms of Office:

- A commission member must have served a minimum of one year on the Commission to be eligible to serve as Chair/Co-Chairs.
- Chair/Co-Chairs must have three years of experience with University sustainability initiatives.