



Job Announcement

Job Title: Director of Sustainability - Administrator II
Job ID: 4167
Location: Cal State East Bay
Full/Part Time: Full-Time
Regular/Temporary: Regular

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About CSU East Bay

California State University East Bay's beautiful main campus is located in the Hayward hills with panoramic views of the San Francisco Bay shoreline. Situated above the city of Hayward, the campus offers an ideal setting for teaching and learning and yet easy access to the many cities along the bay. The University has a satellite campus in Concord, a professional development center in Oakland and a significant presence online. Founded in 1957, California State University, East Bay is one of 23 universities of the California State University system (CSU). With an enrollment over 13,800 students, California State University East Bay is recognized as a regionally engaged and globally oriented university with a strong commitment to academic innovation, student success, engaged and service learning, diversity, and sustainability.

About the Position

Reporting to the Provost, the Director of Sustainability will be responsible for managing campus sustainability efforts, developing a comprehensive sustainability plan and oversee the establishment of and then direct a Center for Sustainability for the California State University East Bay. The assignment includes, but is not limited to the following: develop short and long-term goals for the campus that comply with existing and future policy directives from the Chancellor's Office; maintain a formal Greenhouse Gas Inventory and Climate Action Plan; coordinate activities associated with the campus' membership with the Association for the Advancement of Sustainability in Higher Education (AASHE). The incumbent will also be responsible for coordination and tracking of data related to the program; provide workshops and individual support to faculty seeking to integrate sustainability into course curriculum as well as provide outreach and guidance to academic programs, administrative units and Associated Students on integrating initiatives designed to fulfill the shared strategic commitment on sustainability.

Requires

A Master's degree, two years minimum experience working on sustainability issues in higher education. The ideal candidate must possess strong interpersonal skills and the ability to work with teams; strong oral and written communication skills; strong project management skills with experience coordinating, organizing and implement programs and events. Experience in resource conservation and sustainability practices. Experience in training, education outreach, and organizational change. Demonstrated ability to communicate effectively with diverse student, faculty, staff and community is essential.

Preferred Skills & Knowledge

A master's degree in field related to sustainability. Four to ten years experience working on sustainability issues in higher education. Familiarity with the California State University System and university campus dynamics.

Salary

This is a position in the California State University Management Personnel Plan (MPP). Appointments to MPP are at-will, and serve at the pleasure of the President. The starting salary will be between \$70,000.00 and \$85,000.00 annually.

How To Apply

In addition to the standard CSUEB application, please submit a letter of application, resume, and a list of references that have been in a position to evaluate your professional work. Resumes will not be accepted in lieu of a completed application.

To apply on-line, please go to www.csueastbay.edu/jobs. If you are a first time user, you must register, create a user ID and password, fill in your basic information, save and click on the position you are interested in, click on the "Apply Now" button to begin the online application.

This position will remain open until filled and may close without further notice.

EEO Statement

As an Equal Opportunity Employer, CSUEB does not discriminate on the basis of any protected categories: age, ancestry, citizenship, color, disability, gender, immigration status, marital status, national origin, race, religion, sexual orientation, or veteran's status. The University is committed to the principles of diversity in employment and to creating a stimulating learning environment for its diverse student body.

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