



CLEAN & GREEN COORDINATOR

Isles is seeking a creative and energetic individual to join the Clean & Green staff. Clean & Green makes strategic neighborhood revitalization interventions in Trenton neighborhoods that seek to improve appearance, increase safety, and make public spaces available for recreation, socializing, and creative activity by residents. Work includes the clean-up and maintenance of vacant lots and distressed neighborhood parks, and the creative improvement and programming of maintained sites. The coordinator will work alongside other Isles staff, the Trenton Health Team, and City of Trenton staff, and will be responsible for developing relationships with, supporting, and directing volunteer groups of residents.

Position Responsibilities

- Clean, maintain, and develop programming for vacant and abandoned lots and parks
- Design, plan, and implement creative ways to activate lots and attract residents to use them for safe, healthy, and social activities
- Document lot and park conditions before, during, and after work has been completed, and assist with resident surveys to gauge impact of work
- Develop relationships with and solicit volunteers from residents to care for nearby lots
- Collaborate with civic associations and other stakeholders in neighborhoods to link Clean & Green efforts with periodic neighborhood clean-ups
- Coordinate with the City of Trenton for trash pickup, tree pruning or removal, and delivery or pickup of bulk materials such as compost, mulch, or woodchips
- Maintain and utilize all tools and equipment according to safety procedures
- Train volunteers in safety procedures, equipment use, and plant and tree identification
- Utilize services to safely identify and mark utility lines in project areas (811/NJ One Call)

Education, Experience, Certifications, and Physical Requirements

- High school diploma or general education degree (GED); and at least one year or more of related experience and/or training
- Experience in developing engaging programming with and for community members
- Experience and interest in design and construction of creative public art and amenities (basic carpentry or construction skills a plus)
- Experience in lawn and grounds maintenance, horticulture, tree pruning, or similar tasks, including use of equipment such as lawnmowers, weed trimmers, and chainsaws
- Proven history of working with varied and conflicting stakeholders and audiences
- Ability to work cooperatively with other Clean & Green crew members and Isles staff
- Commitment to racial equity and equitable and sustainable community development
- Valid NJ Drivers License in good standing with insurable driving record required
- Proficiency in Microsoft Office applications (Word, Excel, PowerPoint, Outlook) required
- Ability to lift up to 50 pounds frequently required

This position is full-time, non-exempt, 40 hours per week, 52 weeks per year with frequent out-of-doors, evening and weekend work. Compensation is \$19.16 per hour with generous benefits package.

Interested candidates should submit cover letter and resume to hr@isles.org. Application materials should demonstrate why you're a good fit for this position and what skills, experience, and interests you'll bring to the table.