

**Joe's Hiring Part-time Coordinator
for CreativeWorks Stream Team**

Joe's Movement Emporium is hiring a part-time coordinator for its new CreativeWorks Stream Team. Applications are being accepted immediately. CreativeWorks is Joe's workforce-development program for young adults ages 17-24. The Stream Team is its first formal venture into green jobs.

What: Coordinator for new Stream Team to work 30 or more hours per month to empty and maintain the county's first mechanical in-stream trash trap. The full job announcement is online at: <https://goo.gl/DCgqtz>

Who: Joe's Movement Emporium, 3309 Bunker Hill Rd., Mount Rainier, Md.

Where: The position is based at Joe's Movement Emporium with most work occurring outdoors at the new trash trap location on Arundel Canal at 30th Street and Arundel Road near the Mount Rainier Nature Center.

When: Hiring will occur in June.

How to apply: Send a brief letter of interest, resume and two references by email to Smithdc6019@gmail.com. Send any questions to the same email address.

The coordinator will lead the small team that will maintain the county's first Bandalong trash trap. The trap collects floating trash and debris that is flushed into the Arundel Canal by rain storms. The Stream Team crew removes, weighs and disposes of the trash. On occasion the crew will demonstrate trap operation, attend community events to explain their work and its benefits, and participate in other community trash and litter collection projects.

The Crew Coordinator position pays \$22 per hour for a minimum of 30 hours per month, including at least 3 hours of training, field trips, or personal and professional development workshops. The position is contracted as a consultant and non-salaried. The work is largely outdoors, and includes handling wet and dirty material, lifting, and wading. Equipment including boots and gloves is provided. The team will document its work and impact through photography and video, and will give permission to be photographed for reporting and promotional purposes.

The Stream Team work will be done in partnership with Anacostia Riverkeeper, the City of Mount Rainier, Maryland National-Capital Park and Planning Commission, the Chesapeake Bay Trust, Prince George's Department of Environment, and community organizations.

The team coordinator is responsible for:

- Overall management and effectiveness of the team (initially with two crew members),
- Learning the operation of the Bandalong Trap and how to safely and efficiently remove and process the trash collected, monitor and perform routine maintenance, and report breakdowns and unusual developments,
- Understanding and following the direction of the project trainer and Joe's executive director and her representatives,
- Regular monitoring of the trash trap for cleanout and maintenance,

- Planning, scheduling and conducting the trap cleanouts with team members, ensuring that the work is done safely and as scheduled, and that additional cleanouts occur when warranted (by multiple storms in a short time, for example),
- Keeping tools, equipment, and gear maintained and organized, and getting it to the site,
- Driving vehicles as assigned to transport team members, equipment, and trash for disposal,
- Compiling required data at the site, assuring its quality, and reporting it as required by project partners and funders,
- Representing the project in meetings or special events with project collaborators, community organizations, or others,
- Scheduling and participating in team member field trips, training, workshops, outreach events and activities, and ensuring their attendance,
- Preparing reports on progress and activities,
- Maintaining records of staff time, and submitting payroll reports on time every two weeks, and distributing paychecks.

Skills & Qualifications for Stream Team Coordinator:

- Experience leading a team, ideally in an outdoor setting,
- The ability to work a flexible or irregular schedule, generally 30 hours per month and occasionally more,
- The ability to motivate team members and to support their personal growth and sense of responsibility,
- Experience conducting trash clean-ups or other hands-on outdoor environmental projects preferred, but not required,
- A strong sense of responsibility and commitment to quality work,
- The ability to transfer materials and tools to the work site,
- The ability, patience, and organizational skills to sort, weigh, and record the different kinds of trash (as specified),
- The skills and interest to lead the team in other community cleanup and education activities, including demonstrations of the Bandalong Trap operation,
- Excellent written and oral communications skills; experience with photography and video a plus,
- A high level of comfort working outdoors around water and litter in a range of weather conditions,
- Participating in field trips and workshops to learn about trash and river restoration projects,
- Participating in job-skills training, including storytelling training, resume writing and interviewing.

Qualifications

- A high school diploma and ideally a Bachelor's degree or two years of college, and
- A current driver's license.

Joe's Movement Emporium (World Arts Focus, Inc.) is a [cultural arts hub](#) that acts as a catalyst for creativity and economic opportunity for all through [programs](#) and [productions](#) in [education](#), the performing arts, and [work readiness](#). CreativeWorks is its paid workforce-development program, now in its 10th year. Prince Georgians interested in the coming year's program can get more information at www.joesmovement.org/creativeworks.