

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Position Description

TITLE:	Manager, Environmental Sustainability	CLASSIFICATION:	Non-Represented Management, Classified
SERIES:	Manager II	FLSA:	Exempt

Communicate sustainability efforts through website, newsletter, Bond Oversight Committee, and media outlets; continued development of District Sustainability Report with input from a variety of stakeholders. E

Promote green school goals to measure and reduce the district's ecological footprint, while making the school environment healthier for students and staff.

Encourage and support a garden in every school to enhance academic achievement, a healthy lifestyle, environmental stewardship, and community and social development; promote the importance of school organic produce E

Assist in bringing environmental learning to district classrooms to educate students, faculty, and the community on green technology E

Engage students, teachers, school administrators and parents in environmental practices and behavior change; support schools with curriculum, activities, and programs that expand opportunities for our students. E

Ensure contract language reflects expectations for certifications, tax credits, and sustainability; strive to incorporate extended warranties, guaranteed savings or renewable energy output, and maintenance and operations components into contracts; ensure compliance with all applicable laws in construction contracts.

Develop student audits, recruit schools, support teachers and create an engaging program for the student development presentations for Project Green. E

Identify funding options and resources for sustainable construction and modernization, renewable energy projects, and energy and water conservation projects.

Provide management oversight of Bond Funded projects including, but not limited to, Project Green Implementation, deferred maintenance, utility work orders, preventative maintenance, and priority projects as assigned

Support other directors in providing operational assistance and leadership to trade supervisors, focusing on building managerial capacity E

Work with school improvement initiatives that close student achievement gaps between racial, ethnic, and economic groups by working with all of the diverse communities E

Develop and implement long and short term plans; d.1(a)-1.7(t)-4.6(e)-1.6(c)91u5ee(hor)-4(t)]TJ Tw [(t)6(ng)10.9(, bu

Valid California driver's license; provide personal automobile and proof of insurance. Accreditation in one or more of the following or be able to achieve certification within 90 days of employment: Certified Green Building Engineer (GBE), Leadership in Energy and Environmental Design Accredited Professional (LEED AP), Certified Energy Manager (CEM), Certified Business Energy Professional (BEP), or equivalent professional designation.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

- Accepted energy and environmental principles, established practices, and emerging concepts.
- Green technology and building construction, mechanical systems, energy, lighting, and sustainability programs.
- Funding opportunities for sustainability initiatives.
- Sustainability and the ecological impacts of building design and construction.
- Building and grounds automation systems.
- LEED, CHPS, and other Green building rating systems.
- Budget preparation and control.
- Applicable laws, codes, regulations, policies, and procedures.
- District organization, operations, and objectives.
- Interpersonal skills using tact, patience, and courtesy.
- Effective oral and written communication skills.
- Principles and practices of management, supervision, and training.
- Evaluation approaches, strategies, and techniques.
- Operation of a computer and related software.

ABILITY TO:

- Transform educational facilities by incorporating healthy, environmentally friendly, and energy efficient components.
- Manage projects and staff, and promote energy efficiency and sustainability.
- Gather, interpret, and analyze statistical data.
- Work collaboratively, think analytically and creatively, and achieve results.
- Lead and work with school improvement initiatives that close student achievement gaps between racial, ethnic, and economic groups by working with all the diverse communities.
- Establish and maintain cooperative and effective working relationships with others.
- Communicate effectively, both orally and in writing.
- Conduct meetings, and make effective presentations.
- Interpret, apply, and explain rules, regulations, policies, and procedures.
- Analyze situations accurately, and adopt an effective course of action.
- Plan and organize work to meet schedules and deadlines.
- Prepare comprehensive narrative and statistical reports.
- Supervise and evaluate the performance of assigned staff.
- Operate a computer and related software.
- Meet state and district standards of professional conduct as outlined in Board Policy.

WORKING CONDITIONS:

SAMPLE ENVIRONMENT:

Office environment; drive a vehicle to conduct work.

SAMPLE PHYSICAL ABILITIES:

Hear and speak to make presentations, and exchange information in person and on the telephone; dexterity of hands and fingers to operate a computer keyboard; see to read, prepare documents and reports, and view a computer monitor; sit or stand for extended periods of time; climb stairs or ladders; bend at the waist, and reach overhead, above the shoulders, and horizontally to retrieve and store files; lift light objects.

SAMPLE PHYSICAL ABILITIES:

Reviewing projects during construction; work at heights.

HEALTH BENEFITS: District pays a portion of the employee's health benefits with District-provided plans.