

Solid Waste Commission of Marshall County/Marshall County Landfill

Job Title:	Recycling Education Coordinator	Job Category:	Education
Location:	Marshall County Landfill	Travel Required:	10%
Level/Salary Range:	\$20.00-25.00	Position Type:	Full-Time
Supervisor:	Don Ballalatak	Date Posted:	9/9/26
Applications Accepted By: Iowa Work Southgate Plaza, 101 Iowa Ave W Ste 200, Marshalltown, IA 50158			
Job Description			
ROLE AND RESPONSIBILITIES The Recycling and Education Coordinator will serve as the public point of contact for recycling information and guidelines. The Recycling and Education Coordinator will maintain a positive demeanor when interacting with customers and will assist in daily scale duties. This position will require the ability to interact with a variety of individuals in different situations. Duties include but are not limited to: - Creating recycling and solid waste programs/presentations - Developing handout materials on recycling/solid waste - Providing programs for classrooms and service groups - Developing special programs, ex. Poster/Calendar contest - Keeping information current on social media platforms - Providing publicity and assistance for community-based events - Ability to work well with a wide variety of people and maintain a professional relationship - Assist with daily scale duties - On site recycling programs such as E-Waste, Swap Shop, Batteries, Household Hazardous Waste collections, etc. QUALIFICATIONS AND EDUCATION REQUIREMENTS High School Diploma or equivalent PREFERRED SKILLS Customer service, updated computer and word processing experience ADDITIONAL NOTES ****Some Saturdays Required**** Training will be provided The position is open until filled Competitive Benefits Package including health, dental, life, vision, IPERS			
Approved By:	Name	Date:	Date