



Volunteer Opportunity:
Department/Division:

Recycling Coordinator
Hurst Conference Center

Contact

Malaika Marion 817-788-7311
Managing Director/Community Services mmarion@hursttx.gov

Location

Hurst Conference Center
1601 Campus Dr.
Hurst, Texas 76054
817-581-0044

Qualifications

Desire to help achieve Hurst Conference Center recycling goals by monitoring recycling stations during and after events. Must be able to participate on an on-call basis as there is no set schedule. Must be able to provide exemplary customer service.

Duties

- Monitor Conference Center recycle bins
- Empty Conference Center recycle bins into recycling dumpster
- Enhance recycling convenience for clients and attendees at the Conference Center

Requirements

Minimum age: 18
Time Commitment: needed on an on-call basis depending on events
No Criminal Record

Training

Will be provided as needed.

Physical Demands

Must be able to stand, push, pull, lift (up to 25 lbs), reach, bend, and stoop for extended periods of time. Visual and hearing acuity.

Mental Demands

Speak and write clearly; comprehend, retain, and follow oral and written instructions; effectively communicate.

Environmental Conditions

Volunteer will work inside and some outside. For inside duties, volunteer will be protected from weather conditions; works in a clean, well-ventilated, and well-lighted environment. For outside duties, volunteer will be exposed to seasonal weather in covered area. Moderate traffic and immediate distractions in immediate area.