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**Sustainability Director:**

Updated July, 2025

- Assist and advocate for students requesting GPSA support in sustainability topics and initiatives
- Enable close working relationships with the UNM sustainability community
- Act as a GPSA Liaison for students on UNM administrative committees relating to sustainability
- Conduct on-campus outreach and education about services and resources available through GPSA and the University, or lack thereof
- Collaborate with graduate and professional student organizations to ensure organizational longevity
- Plan and execute sustainability themed events and educational initiatives to inform graduate and professional students
- Work to achieve one major milestone related to sustainability each semester (recycling, waste reduction, renewable energy, etc.)
- Assist the President, Chief of Staff, and Political Director in GPSA's Capital Outlay funding request to the New Mexico State Legislature
- Provide an end of semester and annual written public report to the President
- Attend meetings as requested by the GPSA President or Chief of Staff
- Hold voting membership on the Executive Board (E-Board)
- Adhere to the Constitution and Bylaws in the execution of responsibilities, power and duties
- Serve a minimum of three (3) scheduled office hours each week in the GPSA Office
- Provide annual written public report to the President to be included in the annual report
- All other duties as reasonably requested by the President or as defined by the GPSA Constitution and Bylaws.

**Qualifications:**

- Must be accepted and enrolled in a graduate or professional program
- Working knowledge of the GPSA Constitution and Bylaws preferred but not required
- Experience with managing a team, and working in a team environment
- Strong verbal and written communication skills, including producing and delivering cohesive presentations
- Broad understanding of sustainability in an environmental, financial, and institutional context
- Ability to work independently and complete tasks and meet deadlines, with limited supervision
- Conduct themselves in a manner that promotes public confidence in the integrity and impartiality of GPSA legislation and governance

**Compensation:**

- Stipend is determined annually through the annual budget process or appropriation.