



HIRING: Project Assistant **(Hourly Student Employment)**

Join the Community Environmental Services Team at PSU!

Starts at \$18.00/hour | Hours: Approx. 10 hours/week (Variable) | Term: Hourly, Ongoing
Application Review & Interviews Begin Immediately!

Make a Real-World Impact on Regional Sustainability

CES is a research and service unit at PSU's Center for Public Service. We provide students with **real-world experience** while helping local governments and businesses **achieve, exceed, and reimagine** their sustainability goals.

This role provides critical, hands-on experience in urban planning, public administration, and environmental research.

Your Core Mission: The Metro Waste Study

Project Assistants play a **critical role** in the **Regional Waste Plan (RWP) Multifamily Indicator Study**—a crucial Metro research project focused on improving waste services for apartment and condominium residents across the greater Metro area.



Key Responsibilities (Fieldwork Focus)

- **Field Data Collection:** Conduct detailed site assessments across the Metro area.
 - **Inventory & Documentation:** Observe and record details of all garbage, recycling, and glass containers (size, color, signage).
 - **Waste Assessment:** Document the presence of organics collection (food/yard debris) and photograph any bulky waste noted.
 - **Stakeholder Engagement:** Participate in surveys and interviews, including occasional follow-up with on-site property managers.
 - **Data Entry:** Accurately record all required data using a **CES-owned iPad**, strictly following safety and data protocols.
 - **Logistics:** Assist staff with **efficient routing and scheduling** for site visits.
 - **Need a change of pace?** Assistants may also support other projects.
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What We Need (Requirements)

We are looking for dedicated PSU students who are comfortable with **rigorous, hands-on fieldwork!**

- **PSU Student Status:** Must be currently enrolled in a PSU undergraduate or graduate program.
- **Physical Work:** Must be able to **safely lift 50 lbs.** and perform physical work, including lifting, bending, and loading on a regular basis.
- **Comfort in the Field:** Must be comfortable working in and around recycling/solid waste systems; this work can be dirty.
- **Scheduling Flexibility:** Ability to commit to working **in-person** and be available for occasional **weekend and early weekday morning shifts** (e.g., 6 am shifts).
- **Tech Skills:** High competency with MS Word, MS Excel, and Google Suite.

Preferred Qualifications

- **Students with one year or more left in their studies.**
 - US driving license with **2 years of driving experience.**
 - Familiarity with solid waste systems and interest in improving sustainability.
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Ready to Apply?

Deadline for Applications: November, 2025 (Reviewed on a rolling basis) - **APPLY NOW!**
Complete the CES Project Assistant Application form: <https://forms.gle/17CMZfjXUh3ZyfPPA>

Questions? Email: cesadmin@pdx.edu (Subject: CES Project Assistant)