

GREEN OKANOGAN
AARP-PAID POSITION

Green Okanogan is open to the public 3 days a week: Tuesdays, Thursdays and Saturdays, 10am – 4pm. To meet the minimum 20 hours per week the AARP Participant may need to come in on other days to perform work.

The staffing needs at Green Okanogan fall into three categories: Line, Baling and Thrift Store. Maintenance tasks are also required from time to time and fall within each category depending on the item requiring attention. General maintenance not associated with a position in particular involves mowing tall grass, weed pulling, brush trimming and operating a string trimmer to cut weeds and grasses.

The ideal candidate could fulfil the duties in all three categories and could perform in any one of them on any day needed.

Line:

The Line person opens the gate at the start of the shift, shifting the sign to 'Open', unlocks the nearby dumpster, and checks that the recycle bins are open and ready for the customers. This person greets customers as they arrive and watches over the customers drop-off of recyclable material to ensure it goes in the correct bin, answers customer questions and may perform minor tasks such as assisting the customer with off-loading their recyclables, cutting corrugated cardboard into smaller pieces to fit in the bin, and prepares a new tote container to replace the current one that has become filled with product. This person may need to use a pallet jack to remove an apple bin that is full and replace it with an empty one. At the close of day, close the gate, change the sign to 'Closed', relock the dumpster, and close up the product bins for the night. General maintenance tasks may include sweeping parts of the yard, folding and stacking empty tote container bags, using a can opener to remove lids from the larger tin cans, tearing apart books into smaller sections for recycling and removing full garbage bags from garbage cans and placing them in the trash area and placing new bags in the garbage cans. This position requires bending, standing and walking.

Baling:

Corrugated cardboard, plastic bottles, aluminum cans and tin cans are baled by Green Okanogan. Corrugated cardboard is removed from the apple bin and placed in an organized manner into the baler such that an intact bale is created, sorting out non-corrugated material. A box knife is used to cut large cardboard into sizes that will fit into the baler. This position usually requires the moving of full and empty apple bins into place or away from the baler as needed using a pallet jack.

Baling the other products require standing on a platform and pushing material into the baler, simultaneously sorting out material that does not belong.

General maintenance may include sweeping, emptying bins of material sorted out and placed in their appropriate container and emptying trash.

This position requires bending and standing. Several breaks are taken during the creation of a bale when the product is crushed down and held for several minutes before continuing on.

Thrift Store:

Green Okanogan receives donations from the public to be sold in its Go Again thrift store. Items may need to be sorted, dusted or cleaned, tested to ensure they function, assembled, priced and placed in the appropriate area. This position requires standing, walking, picking up and carrying items weighing less than 20 pounds.