

# The Green Initiative Fund

University of California, Berkeley

## 2012 Grant Application

### General Information

**Project title:** Cal Dining Student Sustainability Team

**Sponsoring Organization/Fiscal Agent:** Cal Dining

**Total amount requested from TGIF:** \$8,243

**Amount Requested as:** Grant

**How did you hear about this grant?** The TGIF mailing list

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### Project Description

- 1. Please give a brief history of this project/your organization. Describe the overall purpose (goals) of the project.**

Cal Dining is dedicated to providing an environmentally responsible dining program that supports the Cal community. With reports foreshadowing the drastic consequences of overconsumption and environmental neglect on future generations, we recognize that it is our responsibility to the community to reduce our environmental impact through our purchasing decisions, waste management, and resource consumption.

Over the past decade, we have made great strides in our sustainable dining efforts and we continue to research and pilot new programs. In addition to having the first four green certified buildings at the University of California, Cal Dining has launched and upheld a number of sustainability initiatives. Cal Dining received the first university organic certification with its installation of 100% organic salad bars in all residential dining locations in 2006 and recently began offering Marine Stewardship Council (MSC) Certified Seafood in fall 2011.

Up until now, Cal Dining's approach to sustainability has been to make gradual changes to our dining program. Cal Dining does not have a sustainability director that measures and oversees its programs. Instead, it is a part of all chefs' and managers' jobs to promote sustainability. While this has had the benefit of increasing involvement in sustainability initiatives, it has also made it more difficult to develop a unified approach to sustainability initiatives and educational programming, and to establish and closely monitor progress towards sustainability benchmarks.

Through the establishment of a Cal Dining Student Sustainability Team, composed of student interns, we hope to expand our sustainability efforts by making sustainability a central and round-the-clock focus in our operations. This means consistent internal auditing of our operations and the development of new initiatives in the areas where they are most needed.

Many of our sustainability programs and initiatives have included strong student involvement. Over the past few years we have worked with student interns who have helped us achieve green business certification for our dining facilities, pilot a tray-less initiative (which led to the removal of trays), and educate students about sustainability through the publication of educational materials and tabling in the dining halls. In our experience, students who get involved bring great energy, creativity and passion that drive these programs and make them successful.

The Student Sustainability Team will consist of three sustainability interns and one sustainability coordinator. The interns will work with managers and staff at individual dining units to track and improve sustainability efforts, including green business certification, and to propose and develop new operations and educational initiatives. The sustainability coordinator will oversee the interns and guide them in their projects. The coordinator will also serve as the main liaison between the Cal Dining Sustainability Team and other sustainability groups and initiatives on the UC Berkeley campus. In this capacity, the coordinator will help to build a network of contacts that will allow for knowledge sharing and quicker implementation and collaboration of various initiatives.

We can consolidate the goals of this program into three main categories:

1. Auditing Cal Dining's operations for the consistent application of green standards.
2. Measuring the environmental impact of Cal Dining operations, identifying where benchmarks can be established, and developing and implementing programs to reach these objectives.
3. Increasing sustainability awareness among students and the UC Berkeley community.

This program will help Cal Dining exceed the UC Berkeley Sustainable Practices Policy. While we have surpassed the campus goal for sustainable food purchases, we aim to continue to increase our percentage of local and organic foods. Two other projects we aim to develop with this program are increasing water conservation and reducing post-consumer waste. We currently do not have an independent meter tracking our water consumption so we will look into ways to do this and subsequently develop benchmarks and audits for water conservation. We also hope to target post-consumer waste through efforts such as (1) reducing the amount of food composted at the end of meals through educational outreach to students and food portion adjustment, (2) examining existing product inventory in our retail locations, identifying where changes can be made to packaging, and working with vendors to implement these changes and (3) adding language about sustainable ingredients and packaging into our purchasing policies.

## **2. What will be the process for implementing your project? Describe the key components and steps of your project?**

We have already completed the first steps of this project. In January and February 2012, we filed job descriptions for the sustainability intern and coordinator positions. We extensively recruited and reviewed applications for the sustainability intern positions. After interviewing potential candidates, we

selected four new interns who were hired at the end of February. During the last couple months of the semester, the new interns are being familiarized with Cal Dining's structure and operations.

Next steps include the planning of new sustainability programs and the development of an implementation schedule, spearheaded by the student interns. Currently, interns are working on obtaining green business certification for our on-campus restaurant (Pat Brown's) and recertification for two dining commons, developing sustainability events in the dining commons for Earth Day, and planning next year's sustainability initiatives. In the Metrics and Measurability Section, we outline some of the steps and benchmarks that we have planned.

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## Metrics and Measurability

### **3. Which aspects of campus sustainability will your project address, and why is addressing these sustainability components important? Does your project tie into any current campus sustainability initiatives or help the campus reach specific sustainability goals? How does your project go above and beyond the requirements already mandated by UC Berkeley and/or state law?**

Sustainability has been defined as meeting the needs of the present without sacrificing the needs of future generations. To us, this means minimizing our environmental impact by reducing consumption of vital resources and minimizing waste. We also believe that active engagement with students and the Cal community about sustainability is critical to driving change and progress towards sustainability goals. The mission of the Sustainability Team will thus encompass both operational initiatives and community outreach programs. The following paragraphs describe a few of the initiatives that we are planning for next year and how they tie in to specific campus goals.

The Sustainability Team will work on implementing a water-metering system for Cal Dining operations.<sup>1</sup> This will allow us to measure and track Cal Dining's water usage and design strategies to reduce water consumption, in accordance with the campus goal to reduce potable water consumption to 10% below 2008 levels by 2020. This project will be paired with educational outreach to inform Cal Dining patrons about this effort and about how they can help save water in the dining and residence halls. The Sustainability Team will aim to partner with the Residential Sustainability Program, I Heart Tap Water, and Take Back the Tap in this outreach initiative.

The Sustainability Team also plans on implementing a reusable to-go container pilot program, which will test the cost-effectiveness of switching from compostable bagasse to-go containers to reusable containers.<sup>2</sup> Simultaneously, the Sustainability Team will conduct a Life Cycle Assessment of the reusable containers to make sure that they are in fact a more sustainable choice. This is a move towards Cal Dining's goal of ensuring investment in environmentally preferable products. If the reusable container program proves feasible, it will also reduce the mass of containers headed towards landfills or

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<sup>1</sup> Details can be found on the Metrics and Measurability Excel Spreadsheet.

<sup>2</sup> Bagasse containers are made from sugarcane fibers.

composting facilities.<sup>3</sup> This will help to reduce greenhouse gas emissions due to transportation and the composting process.<sup>4</sup>

In developing projects aimed at waste reduction, the Sustainability Team will help to further the campus goal of reducing greenhouse gas emissions to 1990 levels by 2014 and the goal to achieve Zero Waste by 2020.<sup>5</sup> Wasted food entails a myriad of unnecessary energy losses given the energy used to grow, transport, and prepare the food and the energy to transport and compost the waste. Reducing the amount of food that goes to compost bins will reduce fuel-related pollution and energy consumption. This year, Cal Dining reduced pre-consumer waste by 40% by adopting the LeanPath program. The Sustainability Team will aim to target post-consumer waste by soliciting greater feedback from students about specific menu items, evaluating portion sizes and service methods (self-serve vs. employee-serve), and promoting awareness among students about the environmental costs of food waste.

**4. What quantifiable sustainability impacts will your project have and what will be the cost savings to the campus? How will you measure these impacts after your project is implemented in order to see if you have met your goal(s)?**

Please refer to Excel Spreadsheet for a list of various programs that the Sustainability Team is planning and their estimated impact. Most of these estimates concern engagement with students and outreach. Operational sustainability programs, such as water-saving and waste-reduction, will have quantitative reductions goals. Before these can be determined however, the Sustainability Team needs to measure and establish baselines. The calculation of these baselines and the subsequent establishment of reductions benchmarks will be shared with TGIF in monthly reports.

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## **Project Education, Outreach, and Publicity Plan**

**5. What is your plan for publicizing your project on campus? In addition to TGIF, who will you report your information to?**

Publicity for the Sustainability Team will be mainly pursued through on-campus events, relationships, news services, and the Cal Dining website.

The Sustainability Team will organize various programs to promote environmentally responsible behavior in students. These programs include tabling in the dining halls and on campus, speaking at events and meetings about sustainable practices, and publishing educational materials. Information on

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<sup>3</sup> Many to-go boxes are disposed in trashcans on campus and in the city rather than composted at Cal Dining facilities, complicating the use of compostable to-go boxes as an environmentally-preferable option.

<sup>4</sup> The Life Cycle Assessment will compare the green house gas emissions embodied in the production and eventual disposal of reusable to-go containers with the emissions embodied in the compostable containers.

<sup>5</sup> Details can be found on the Metrics and Measurability Excel Spreadsheet.

the Sustainability Team's mission, projects, and objectives will be present at all outreach events, ensuring transparency and accessibility of our activities to the community.

The Sustainability Team also plans to extend its reach by collaborating with student organizations such as the ASUC Sustainability Team, I Heart Tap Water, Take Back the Tap, Berkeley Compost Alliance, Reuse, and Residential Sustainability Program. We have already enlisted the assistance of I Heart Tap Water and Take Back the Tap in our tabling outreach event in the dining hall for UN Water Day on March 22nd. Partnerships with these groups, and others, will work to strengthen the impact of our initiatives with pooled personnel, materials, and educational resources.

The Sustainability Team will also promote its projects and events through student news services such as the Berkeley News Center, *The Daily Californian*, and *Caliber*. Maintaining a presence in these publications will ensure that students outside of the residence halls know about our initiatives and events. We will also increase accessibility to information about specific programs through the Cal Dining website and social media. By keeping an updated, web-based account of past accomplishments and current projects, the Sustainability Team can promote Cal Dining's sustainability goals and programs and engender support from the community.

#### **6. Do you have any specific outreach goals? If so, how will they be measured?**

##### *Campus Events*

The Sustainability Team will aim to have a presence at all outreach events on campus related to sustainability such as sustainability forums, the PLAYgreen Festival, Sustainability Week, and Earth Week. Additionally, the Sustainability Team will table at new student-oriented events such as Cal Day, Welcome Week, and CalSo to spread awareness about sustainability issues and about Cal Dining and UC Berkeley's sustainability goals.

##### *News Coverage*

The Sustainability Team will send periodic updates of events and project milestones to publication venues such as the Berkeley News Center, *The Daily Californian*, and *Caliber Magazine*. Keeping the larger student body up to date will function to inform students of the projects their tuition fees are supporting, and to reaffirm UC Berkeley's dedication to sustainability.

We will also send updates to the National Association of College and University Food Services (NACUFS) in order to promote our efforts. This will allow Cal Dining to serve as a role model for other university and college food service organizations looking to adopt similar sustainability initiatives. In this vein, we will also aim to have a presence at various sustainability conferences including the California Higher Education Sustainability Conference.

*Website*

The Cal Dining website will include updated information and resources about the Sustainability Team and its initiatives. The Sustainability Team and the Cal Dining marketing department will monitor visits to this page and set monthly page visit goals based on a September baseline.

*Social Media*

The Sustainability Team will use Cal Dining’s Facebook and Twitter to promote sustainability events and initiatives, measuring success through tweet interactions and Facebook “likes” and comments. Social media will serve as an additional avenue for reaching out to the student demographic that does not read campus publications.

*Student Feedback*

Finally, the Sustainability Team will monitor the effectiveness of its outreach through feedback from comment cards, surveys, and focus groups. These methods will promote reflexivity in the Sustainability Team’s outreach strategies through ongoing feedback.

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## Project Approvals

**7. Do any aspects of your project require approval from an entity on or off campus? If so, please explain.**

Approval is required from Michael Laux. We have already received permission to carry this program forward.

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## Project Team (See addendum as well)

**8. Please identify the project leader(s) as well as the member of the project team responsible for reporting TGIF project updates (if different from the project leader).**

<b>Name</b>	Michael Laux
<b>Title and department</b>	Assistant Director, Cal Dining
<b>Project Role</b>	Supervisor
<b>Phone</b>	(510)-642-3273
<b>Email</b>	laux@berkeley.edu
<b>Relevant experience or knowledge for this project</b>	-Previously supervised various student interns working on sustainability -Developed the Student Sustainability Team -Great knowledge about Cal Dining’s operations and sustainability initiatives -Has worked at Cal Dining for 23 years

<b>Name</b>	Jenna Kingkade
<b>Title and department</b>	Sustainability Coordinator, Cal Dining
<b>Project Role</b>	Project initiator

<b>Phone</b>	(949) 554-8692
<b>Email</b>	jennak@berkeley.edu
<b>Relevant experience or knowledge for this project</b>	-Cal Dining sustainability intern since February 2009 -Proposed and developed the Student Sustainability Team -Graduating senior and will no longer be involved in fall 2012

<b>Name</b>	Monica Harnoto
<b>Title and department</b>	Sustainability Intern, Cal Dining
<b>Project Role</b>	Will report updates to TGIF
<b>Phone</b>	(650)-279-8912
<b>Email</b>	monicaharnoto@berkeley.edu
<b>Relevant experience or knowledge for this project</b>	-B.S. Environmental Sciences 2013 -Formerly Co-Supervisor of the Residential Sustainability Program -Team member of the Students for Zero Waste Subdivision

<b>Name</b>	Josh Hubert
<b>Title and department</b>	Sustainability Intern, Cal Dining
<b>Phone</b>	(650)-833-8771
<b>Email</b>	josh.hubert@sbcglobal.net
<b>Relevant experience or knowledge for this project</b>	-B.A. Sociology, Minor in Conservation and Resources Studies 2014 -Team member of the Residential Sustainability Program

<b>Name</b>	Nicholas Lam
<b>Title and department</b>	Sustainability Intern, Cal Dining
<b>Phone</b>	(408)-396-4955
<b>Email</b>	nicholaslam@berkeley.edu
<b>Relevant experience or knowledge for this project</b>	-B.S. Environmental Economics and Policy 2013 -Experience in operations analysis and design of innovative solutions

<b>Name</b>	Nicole Won
<b>Title and department</b>	Sustainability Intern, Cal Dining
<b>Phone</b>	(714)-510-6021
<b>Email</b>	nicole.won@berkeley.edu
<b>Relevant experience or knowledge for this project</b>	-B.A. Pre-Business 2015 -Social Media Project Manager at BEACN -Considerable outreach experience

9. If your project team is partnering with other organizations, departments, individuals, or other stakeholders, please explain their involvement and include their contact information. For each named entity, please submit a completed "Project Approval" form. Project Approval forms will not be counted toward your application page limit. N/A

**10. How much of your project will students be involved in? What roles will students play in your project? Does your project target involvement of a certain section of the student body?**

The project is entirely student-run. The Sustainability Team, composed of three team members and a single coordinator, are all UC Berkeley students. As part of the Sustainability Team, students will gain first hand experience organizing and overseeing events and initiatives aimed at spreading awareness on key sustainability issues and experience working with city officials and unit managers of the residential dining halls to perform audits for the Green Business Certification.

The events organized by the Sustainability Team are aimed at students frequenting Cal Dining facilities, but they also hope to reach the University of California student body on the whole. Cal Dining serves approximately 30,000 customers each day with the majority being students.<sup>6</sup> As a result, the events set up at Cal Dining locations will have the potential to reach an enormous portion of the student body.

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**Budget**

**11. List all budget items for which funding is being requested under the appropriate category. Include cost and total amount for each item requested. Please be as detailed as possible.**

Item	Cost per Item	Quantity	Total Cost <sup>7</sup>	Total Requested of TGIF
<b>Personnel and Wages</b>				
Sustainability Intern	11.25/hour 336 hours/school year	3	\$11,340	\$5,670
Sustainability Coordinator	12.25/hour 420 hours/school year	1	\$5,146	\$2,573
<b>Total</b>			<b>\$16,486</b>	<b>\$8,243</b>

**12. If your project is implemented, does it require any on-going funding after its completion? What is your strategy for supporting the project after this initial period to cover replacement, operational, and renewal costs?**

After the TGIF grant has terminated, Cal Dining will use allocated funds to support the Student Sustainability Team for years to come. Cal Dining is currently building the Sustainability Team into its 2013-2014 budget.

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<sup>6</sup> Gretchen Kell, "UC Berkeley achieves sustainable seafood certification," UC Berkeley News Center, June 20, 2011, <http://newscenter.berkeley.edu/2011/06/20/uc-berkeley-achieves-sustainable-seafood-certification/>.

<sup>7</sup> Cost from fall 2012 to spring 2013. It breaks down to 12 hour per week for each intern and 15 hours per week for the coordinator.



**13. List all non-TGIF sources you are pursuing for funding, volunteer time, in-kind donations, etc.**

Source/Description	Amount	Date Request submitted	Date received / date funding will be announced
Cal Dining contribution <sup>8</sup>	\$8,243	January 2012	Approved January 2012
Donated prizes from Cal Dining vendors for events and giveaways	TBD	TBD	TBD

**Project Timeline****14. Please complete the following table to describe your project timeline. List milestones chronologically. For the "Timeframe" column, please estimate how long each task will take to be completed.**

The following represents some important events and milestones the Sustainability Team plans to complete, but it is not exhaustive. As the Sustainability Team continues to plan and set goals for next year, more milestones will be added.

Task	Timeframe (# of wks to completion)	Estimated completion date
Recruit, interview, and hire applicants for the Sustainability Team	4 weeks	02/22/2012
Orientation for Sustainability Team	1 day	03/01/2012
CalSo Tabling	2 months	07/2012
Water Meter Installation	8 weeks	08/16/2012
Welcome Week Tabling	2 weeks	08/24/2012
First Installment of TGIF funds	--	09/03/2012
Green Business Certification for Pat Brown's and Recertification for Crossroads and Clark Kerr	6 months	09/30/2012
Food Day	2 months	10/24/2012
Last Installment of TGIF funds	--	11/03/2012
Cal Dining Food Sustainability Decal	4 months	12/14/2012
Reusable To-Go Container Pilot Program	9 months	12/14/2012
3 Educational events per semester	--	05/14/2013
PLAYgreen Festival Tabling	1 week	TBD
Submit final report to TGIF	1 week	05/30/2013

<sup>8</sup> Cal Dining is also funding the development of the program in spring 2012 by temporarily reallocating funds from a currently vacant full-time position.

Primary Contact Name: Jenna Kingkade

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Project Name: Cal Dining Student Sustainability Team

## Addendum

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2. Cal Dining Student Sustainability Team, Intern Profiles
3. Sustainability Intern Job Description
4. Sustainability Coordinator Job Description

**Cal**Dining is dedicated to providing an environmentally responsible dining program that supports the Cal community. With reports foreshadowing the drastic consequences of overconsumption and environmental neglect on future generations, we recognize that it is our responsibility to reduce our environmental impact through our purchasing decisions, waste management, and resource consumption.

Over the past decade, we have made great strides in our sustainable dining efforts and we continue to research and pilot new programs. In addition to having the first four green certified buildings at the University of California, Cal Dining has launched and upheld a number of sustainability initiatives. Cal Dining received the first university organic certification with its installation of certified organic salad bars in all residential dining locations in 2006 and recently began offering Marine Stewardship Council (MSC) Certified Seafood in fall 2011.



## FARM TO FORK: SUSTAINABLE PROCUREMENT PRACTICES

Serving sustainable food fits with our philosophy to provide food that is great tasting, healthy, and good for the environment. We estimate that more than 40% of the food that we serve is local in origin and/or environmentally responsible.

### Marine Stewardship Council (MSC) Certified Seafood, 2011

MSC is a global nonprofit that sets [standards](#) for wild fisheries around the world. These standards help ensure the sustainability of fish stocks, minimize environmental impacts, and promote better fishery management. Cal Dining achieved MSC Chain-of-Custody certification in June 2011. This means:

- Up to 30% of seafood, and all tuna salad, is MSC-certified and marked with the MSC eco-label, which guarantees that it was sourced from the wild and that the fishery meets sustainable fishing standards.
- MSC items include Alaskan Pollack, Blue Fin Tuna, Shrimp, and Cap Capensis.
- See our sustainability award video entry for more information: <http://www.youtube.com/cal dining>

### Real Food Challenge, 2010

The [Real Food Challenge](#) (RFC) is a national network of student activists mobilizing a campaign to empower youth and universities towards creating a more just and sustainable food system. It provides the resources and support to increase campus spending on food that meets the “real food” guidelines. The main categories in the Real Food calculation are Fair, Local/Community Based, Ecologically Sound, and Humane. At Cal Dining, we:

- Are dedicated to the RFC values of providing optimally nutritious and wholesome foods.
- Have already exceeded the RFC national goal for universities to redirect 20% of dining purchases by 2020 to “real food” and always seeking more ways to further increase it.
- Estimate real food purchases to be at least 27% according to calculations by student employees.
- Enable student representatives to correspond & meet with RFC networks to share and spread ideas with students across the country.

### Free-Range Chicken, 2009

- Serve Mary’s free-range chickens from [Pitman Family Farms](#) in California’s San Joaquin Valley.
- Mary’s chickens are raised on green pastures in humane conditions.

### All-Natural Niman Ranch Beef, 2008

- Serve hamburgers made with [Niman Ranch](#) beef.
- Niman Ranch’s animals are raised on small U.S. family ranches without the use of hormones or antibiotics and are fed an all-vegetarian diet.

### Local Produce

- Partnered with the non-profit [Community Alliance of Family Farmers](#), committing to purchase 10% of foods from local sources.
- We have proudly exceeded this minimum, with up to 60% of our produced sourced from within a 16 mile radius around Berkeley.



### Organic Offerings

Organic food is GMO-free and grown or raised without use of chemical pesticides or hormones, in ways that minimize environmental impact.

- Organic, Local Tofu, 2011 - Serve organic tofu from [Hodo Soy Beanery](#) in Oakland, CA.
- Organic Eggs, 2007 - Serve Organic eggs from [Wilcox Family Farms](#).
- Organic Milk, 2006 - Serve Organic Clover milk from a family-owned farm in Petaluma, CA.
- Organic Salad Bars, 2006 - [Installed 100% organic salad bars](#) in each of our dining commons with fixings that include: fresh spinach, beets, carrot and cucumber slices, pasta salads, kidney and garbanzo beans, sunflower seeds, and a variety of salad dressings.
- Organic Peanut Butter, 2005

### Fair and Direct-Trade Coffee and Teas, 2005

Fair-trade ensures that farmers and producers receive a living wage, guaranteed by a third-party certifier. Direct trade means that the distributor establishes a direct relationship with suppliers to meet their own trade standards and philosophy.

- Require that coffee and teas served meet fair-trade requirements or better.
- Serve direct-trade NUMI teas.

### Eco-Friendly Retail Products

- Offer a variety of sustainable food and personal care products in our retail locations.
- Sell reusable bags and mugs and encourage their use by offering discounts.



### Waste Not, Want Not: Commitment to Waste Reduction and Energy Efficiency

Cal Dining is fully committed to waste reduction, energy efficiency and compost and recycling programs. First, we focus on reducing the amount of waste we produce. Then, we do our part to compost and recycle, encouraging our customers to do the same.

### LeanPath Food Waste Prevention Project, 2011

Cal Dining is using the LeanPath (aka ValuWaste) food waste minimization program to reduce pre-consumer food waste by 40% from a yearly baseline. Employees weigh leftover food that is composted or sent to the food bank, and chefs and menu-planners makes changes where needed.

- Cal Dining proposed this program in 2011 and received a [\\$35,000 grant](#) from the non-profit [Stop Waste](#).
- From the launch of the program in September 2011 through December 2011, Cal Dining achieved a 37% reduction in food waste from its September baseline, exceeding their target of 25%. These savings resulted in a food waste reduction of 1,146 pounds and a savings of \$2,708 per week period.

### Tray-less Dining, 2010

Made an [informed decision](#) to permanently remove trays from the dining commons after a pilot study found a substantial correlation between the use of trays and the amount of food waste at the end of each meal, and a student-initiated petition to remove trays achieved resounding support.

### Oil and Grease Recycling, 2007

- Partnered with [Blue Sky Bio Fuels](#) in Oakland to have our grease and oil collected and turned into bio-diesel to supply Oakland School District buses.



### Compostable Cups and To-Go Containers, 2005

- Serve to-go food and beverages in compostable to-go containers made from bagasse, the crushed leftover canes from sugarcane plants.

### Water Saving

- Install and maintain water-saving appliances including: energy and water-saving dishwashers, low-flow spray nozzles, low-flow or dual-flow toilets, and motion detectors on sinks.
- Use dry methods to clean floors.

### Food Donations

- Donate leftover foods to [BareAbundance](#), a UC Berkeley student-driven initiative that distributes excess consumable foods from local restaurants and food service companies to local shelters and communities in need.
- Donate to [Bear Pantry](#), a food bank for UC Berkeley student families with dependent children.

### Compost Food Waste, 1990s

- Equipped each of our dining commons and campus restaurants with compost bins and signs instructing students about compostable items.



### Cultivating Community: Education and Outreach

Throughout the year, Cal Dining coordinates outreach and education efforts to educate our student customers on sustainable lifestyle practices.

### Partnerships with Student Organizations

- Offer discounts to students taking My Little Green Book's "Green Pledge."
- Support the "[I Heart Tap Water](#)" Campaign to reduce bottled water consumption.

### Student Sustainable Dining Program, 2012

- Employ four student sustainability interns whose responsibilities include proposing and developing new sustainability programs, coordinating educational events and projects, monitoring sustainability in the dining commons, and working with other campus sustainability groups.

### Naked Bear Magazine, 2010

- Supported the student publication of a guide to dining sustainability, of which 10,000 copies were distributed to the campus community with a grant from Brita. The guide is currently available on our website: <http://caldining.berkeley.edu/NakedBearMagazine.pdf>
- Undergraduate and graduate students from a wide variety of academic fields took the DeCal Class Food Sustainability Journalism, where they wrote articles that focused on topics relating to Cal students and the Berkeley community.

The Cal Dining student sustainability team assists Cal Dining in reaching sustainability goals and initiatives set by the campus and the Office of the President, such as the Berkeley Zero Waste by 2020 initiative.

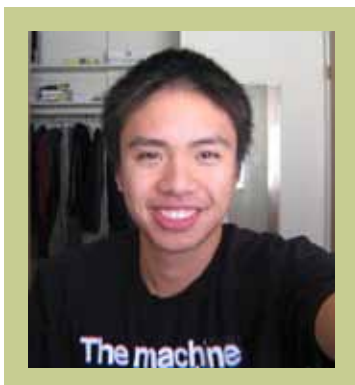


## MONICA HARNOTO

*Environmental Sciences, 2013*

**If I were an organic salad bar item, I'd be...** A walnut, because I work well with other salad bar items and I like to think I add a little bit of oomph to a group!

**Interests:** I love snorkeling and marine biology (specifically interested in octopuses- I also work in Caldwell's stomatopod/octopus lab), sustainable foods, running, and traveling. I'm an environmental sciences major, but I'm pre-optometry.



## NICK LAM

*Environmental Economics and Policy, 2013*

**My last meal on Earth...** French fries. I can eat french fries for breakfast, lunch, and dinner, provided I have an adequate supply of ketchup, which speaking of is extremely crucial to my enjoyment of fries.

**Interests:** In my spare time I love to work on my car and often go for a cruise up in the hills surrounding Berkeley. I have two aquariums which I spend a lot of time aquascaping on. In fact, after discovering the art and pleasures of aquascaping, I eventually gave away all my fish in order to focus more on growing aquatic plants and creating underwater gardens.

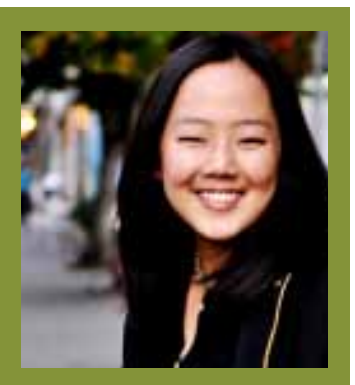


## JOSH HUBERT

*Sociology, minor in Conservation and Resource Studies, 2014*

**If I were a Crossroads dessert, I'd be..** an orange soda vanilla frozen yogurt float, a concoction I made up and am very proud of.

**Interests:** My main passions are for the arts and social and environmental justice causes. I draw, paint, appreciate the aesthetic appeal of things, and decorate my walls with magazine cutouts and interesting graphics. I listen to eclectic music all the time, less often play music, and go to concerts when I have the money to spend.



## NICOLE WON

*Pre-Business, 2015*

**If I were a dessert, I'd be..** Vegan pumpkin cake with chocolate ganache! The fall is my favorite time of the year, which is the perfect time to eat nothing but this! Plus this dessert is so comforting, which fits me well because I'm always a confidante to my friends!

**Interests:** My main interests include photography! I love taking excursions and documenting nature and international cities! Also I am a huge British television junkie! Saturdays are my favorite because I start my day with a peaceful session at Yoga to the People and an amazing stroll down the Farmer's market.





<b>Employee Name:</b>	_____	<b>Employee ID:</b>	_____
<b>Department:</b>	<u>RSSP-Cal Dining</u>	<b>Control Unit/Division:</b>	<u>Student Affairs</u>
<b>Payroll Job Title:</b>	_____	<b>Working Title:</b>	<u>Dining Sustainability Intern</u>
<b>Supervisor Name and Title:</b>	<u>Michael Laux</u>	<b>Supervisor Email/Phone Number:</b>	<u><a href="mailto:laux@berkeley.edu">laux@berkeley.edu</a>, 642-3273</u>

**1. Purpose of the Position/Job Summary** (please give a brief description of the overall purpose of the position)

Under the general direction and supervision of the Assistant Director for Administrative Services, the student assuming this yearlong position will work with other interns to educate and reach out to Cal Dining customers and UC Berkeley students in relation to Cal Dining’s sustainability programs.

Sustainability has been defined as meeting the needs of the present, without compromising the ability of future generations to meet their needs. Keeping this in mind, the duties of the dining sustainability intern will involve auditing dining operations, designing sustainability programs, supervising existing sustainability projects, educating the public about sustainability issues, and communicating and collaborating with sustainability groups at UC Berkeley and other college campuses.

The student must be willing to begin work immediately after the start of the semester and be available for events and activities that do not conflict with class schedules. The student must also maintain weekly logs of what they accomplished during their work hours which they will submit monthly with their time sheet.

**2. Scope & Impact** (Scope applies to the organizational extent or range of operations of a position’s primary responsibilities. Impact refers to the effect of the position’s actions on the organization.)

Supports Cal Dining in programs that support and promote sustainability initiatives such as Green Business Certification, composting and waste reduction. Assists as needed with green certification for residential and retail facilities for Cal Dining. Collaborates with professional staff and students by serving on various committees (green initiatives, composting, sustainability). Provide educational outreach for students, faculty and staff on Cal Dining initiatives related to sustainability.

**3. Key Responsibilities** (Indicate key functions and the estimated percentage of time spent performing each function. If there are more than 10 key responsibilities, some of the similar functions may be grouped together and an estimated % applied. Please indicate which responsibilities are considered “essential” to the successful performance of the job as defined by the Americans With Disabilities Act.) Visit the Guide to Managing Human Resources for an explanation of essential functions: <http://hrweb.berkeley.edu/guide/employment.htm#jobreq>)

% of time	Essential Function (Yes/No)	Key Responsibilities (To be completed by Supervisor)
40	Yes	Educating Campus Community



		<p>Educating students about food sustainability issues:</p> <ul style="list-style-type: none"> <li>• Assist with all dining sustainability education programs. Interactions with the public can include informing students about sustainability efforts and encouraging them to participate.</li> <li>• Propose and implement at least one educational program per semester.</li> <li>• Provide information for Cal Dining web page related to sustainability efforts and initiatives.</li> <li>• Represents Cal Dining at campus events such as Caltopia, Play Green, Earth Day and other similar events</li> <li>• Work on assigned specialization. Specializations might include working with campus groups, communicating with other campuses, and designing educational materials.</li> </ul>
40	Yes	<p><b>Green Programs</b></p> <p>Promoting and proposing green programs in the dining halls:</p> <ul style="list-style-type: none"> <li>• Assist with Green Business Certification and Organic Certification as needed</li> <li>• Assist with audits as needed – audit by include appropriate disposable product, waste review</li> <li>• Propose and implement at least one program per semester. Program may focus on areas such as composting, recycling, food reuse and donation, sustainable project research, or any other relevant area of interest.</li> <li>• Proposals must be submitted in writing.</li> </ul>
20	Yes	<p><b>Communication and Outreach</b></p> <p>Communicating with assigned Dining Managers and staff:</p> <ul style="list-style-type: none"> <li>• Check in at the assigned dining hall's the weekly meetings and report back to the Coordinator during the standing meetings.</li> <li>• Maintain good relations with managers and staff and report to the dining manager with weekly updates, needs, or concerns.</li> </ul> <p>Reporting progress to supervisors and collaborating with other interns is essential. Meetings regularly with fellow interns.</p> <p>Report on projects.</p>
		<p><b>IIPP Requirements</b></p> <p>Work in a safe and responsible manner while not putting self or others at risk. This includes complying with applicable policies and regulations; using personal safety gear; observing warning signs; learning about potential hazards; and reporting unsafe condition.</p>
		<p><b><u>Background Check Requirement</u></b></p> <p>This position is subject to a DMV background check for driving record and valid driver's license.</p> <p>This position meets the following background check criteria: Regular operation of University vehicles as part of assigned job duties (transporting marketing items to various units).</p>
100%		<p><i>(To update total %, enter the amount of time in whole numbers (without the % symbol - e.g., 15, 20) then highlight the total sum (e.g., 1%) at the bottom of the column and press F9. The total sum should add up to 100%.)</i></p>

**4. Knowledge and Skills** (typically required of the position)

**Required:**

- Effective verbal, written, and visual communication skills.
- The ability to work independently and pick up new skills quickly.

**Preferred:**

- Knowledge of current trends in sustainability and green initiatives





### 5. Relevant Education and Training for the Position

**Education/Training:**

**Licenses or certifications required, if any:**

### 6. Problem Solving

*Please provide 2-3 examples of problem solving for this position (please be brief: 1-3 sentences).*

**Common problems solved by the employee:**

- Ability to sort and measure waste in performing a waste audit, identifying compostable, recyclable and waste products.

**Unusual or complex problems solved by the employee:**

- Coordinate initiative and programs with campus groups and organizations

**Problems/situations that are referred to this employee's supervisor:**

- Unit events and activities
- Green Certification submittals

**Please follow your department's or division's procedures for management review and then submit to your Department HR Manager.**

***Document Retention***

*Review the job description with the employee before submitting it and annually thereafter at the time of the employee's performance evaluation. Sign and date below and place a copy in the personnel file.*

(Signature below is only required for hard-copy retention within the department. Electronic submission presumes that all necessary department internal approvals have occurred.)

<b>Employee Signature:</b>	<b>Supervisor Signature:</b>
_____	_____
<b>Date:</b>	<b>Date:</b>
_____	_____



<b>Employee Name:</b>	_____	<b>Employee ID:</b>	_____
<b>Department:</b>	<u>RSSP-Cal Dining</u>	<b>Control Unit/Division:</b>	<u>Student Affairs</u>
<b>Payroll Job Title:</b>	<u>4920 Asst. III</u>	<b>Working Title:</b>	<u>Dining Sustainability Coordinator</u>
<b>Supervisor Name and Title:</b>	<u>Michael Laux</u>	<b>Supervisor Email/Phone Number:</b>	<u><a href="mailto:laux@berkeley.edu">laux@berkeley.edu</a>, 642-3273</u>

**1. Purpose of the Position/Job Summary** (please give a brief description of the overall purpose of the position)

Under the general direction and supervision of the Assistant Director of Dining Administration, the Dining Sustainability Coordinator (DSC) will lead and work with sustainability interns to initiate and implement system-wide sustainability programs, both to educate Cal Dining patrons about dining sustainability and to increase the sustainability of Cal Dining’s operations.

Sustainability has been defined as meeting the needs of the present, without compromising the ability of future generations to meet their needs. Keeping this in mind, the duties of the DSC will involve overseeing and contributing to the auditing of dining operations for sustainability, the design and implementation of sustainability programs, the education of the Cal Dining community about sustainability issues, and communication and collaboration with sustainability groups at UC Berkeley and other college campuses.

The DSC must be available for necessary events and activities. The DSC must also maintain regular logs of work accomplished, to be submitted monthly with their time sheet to the Assistant Director.

**2. Scope & Impact** (Scope applies to the organizational extent or range of operations of a position’s primary responsibilities. Impact refers to the effect of the position’s actions on the organization.)

Leads the Sustainability Interns. Supports Cal Dining in sustainability initiatives such as Green Business Certification, composting and waste reduction. Assists as needed with green certification for residential and retail facilities for Cal Dining. Provides educational outreach for students, faculty and staff on Cal Dining initiatives related to sustainability.

**3. Key Responsibilities** (Indicate key functions and the estimated percentage of time spent performing each function. If there are more than 10 key responsibilities, some of the similar functions may be grouped together and an estimated % applied. Please indicate which responsibilities are considered “essential” to the successful performance of the job as defined by the Americans With Disabilities Act.) Visit the Guide to Managing Human Resources for an explanation of essential functions: <http://hrweb.berkeley.edu/guide/employment.htm#jobreq>)

% of time	Essential Function (Yes/No)	Key Responsibilities (To be completed by Supervisor)
70	Yes	<b>Implement and Oversee the Sustainability Intern Program</b> <ul style="list-style-type: none"> <li>• Train and supervise sustainability interns.</li> <li>• Guide interns in the development, coordination and implementation of their</li> </ul>



		<p>sustainability projects.</p> <ul style="list-style-type: none"> <li>• Communicate at least once every three weeks with unit managers to ensure that interns are working effectively with their units and meeting performance standards.</li> <li>• Provide written program updates to Assistant Director each month that: provide updates about projects in development and ongoing programs, and evaluate intern performance.</li> <li>• Participate in application screening and interview process for new interns.</li> <li>• Recommend changes to sustainability intern program where necessary.</li> <li>• Maintain records of sustainability initiatives and programs.</li> </ul>
15	Yes	<p><b>Meeting Attendance and Participation</b></p> <p>Reporting progress to Assistant Director and communicating regularly with interns:</p> <ul style="list-style-type: none"> <li>• Weekly meeting with interns <ul style="list-style-type: none"> <li>• DSC will prepare the meeting agenda, to be distributed at the meeting and filed in records.</li> <li>• Meetings may be comprised of updates on interns' projects, brainstorming for new programs, etc.</li> <li>• DSC will keep in contact with interns outside of these meetings, in person, or by email.</li> </ul> </li> <li>• Regular meeting with Assistant Director <ul style="list-style-type: none"> <li>• Report on projects.</li> <li>• Discussion of program update, submitted in advance</li> </ul> </li> </ul>
15	Yes	<p><b>Communication and Public Relations</b></p> <p>Representing Cal Dining sustainability programs:</p> <ul style="list-style-type: none"> <li>• Represent Cal Dining at various sustainability programs and events.</li> <li>• Respond to inquiries about sustainability programs.</li> <li>• Coordinate grants, presentations, and contest entries relating to sustainability (e.g. NACUFS sustainability awards, TGIF grants).</li> <li>• Maintain up-to-date information about sustainability programs and initiatives on the Cal Dining website.</li> <li>• Communicate and coordinate with UC Berkeley sustainability clubs and programs.</li> </ul>
		<p><b>IIPP Requirements</b></p> <p>Work in a safe and responsible manner while not putting self or others at risk. This includes complying with applicable policies and regulations; using personal safety gear; observing warning signs; learning about potential hazards; and reporting unsafe condition.</p>
		<p><b>Background Check Requirement</b></p> <p>This position is subject to a DMV background check for driving record and valid driver's license.</p> <p>This position meets the following background check criteria: Regular operation of University vehicles as part of assigned job duties (transporting marketing items to various units).</p>
100%		<p><i>(To update total %, enter the amount of time in whole numbers (without the % symbol - e.g., 15, 20) then highlight the total sum (e.g., 1%) at the bottom of the column and press F9. The total sum should add up to 100%.)</i></p>

**4. Knowledge and Skills** (typically required of the position)

**Required:**

- Leadership potential.
- Effective verbal, written, and visual communication skills.
- The ability to work independently and pick up new skills quickly.

**Preferred:**



- Demonstrated leadership experience.
- Knowledge of current trends in sustainability and green initiatives

### 5. Relevant Education and Training for the Position

**Education/Training:**

**Licenses or certifications required, if any:**

### 6. Problem Solving

*Please provide 2-3 examples of problem solving for this position (please be brief: 1-3 sentences).*

**Common problems solved by the employee:**

- Ability to develop ideas into coordinated programs and projects
- Coordinated schedules to accommodate unit and campus programs and student class schedules
- Lead and direct the work and projects for the Sustainability Interns

**Unusual or complex problems solved by the employee:**

- Interpretation of University/Campus policy regarding sustainability policy and how it relates to Cal Dining sustainability efforts
- Research and write grant proposals and survey documents

**Problems/situations that are referred to this employee’s supervisor:**

- Initiatives and programs which require any budgetary and labor for implementation
- Content for publication or distribution
- Disciplinary and performance issues

**Please follow your department’s or division’s procedures for management review and then submit to your Department HR Manager.**

***Document Retention***

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<b>Employee Signature:</b>	<b>Supervisor Signature:</b>
<b>Date:</b>	<b>Date:</b>