



Creating A Green Team

Who's involved on a Green Team:

- Champion – this is someone who's passionate about improving sustainability on campus and will lead the team. This should be someone who is intending to stay at the school for a while. This could be a:
 - o Director of Environmental Programs
 - o Director of Sustainability
 - o Dean of a program
 - o Someone in a related leadership role
- Members of the campus community who have an interest or responsibility to reduce the impact their school has on the environment.
 - o Building staff lead
 - o Facilities
 - o There may be members of the administration tasked with this effort.
 - o Passionate students and/or a class
- Community leader - to bring broader ideas and community resources. This could be:
 - o Someone in the community known for "green" thinking
 - o Business or business leader known for environmental stewardship
 - o Representative from a regional recycler

Kick Off Meeting

The kick off meeting serves as an opportunity to bring together the members of the team to agree on the high level objectives and scope of the effort and to develop a high level plan. Objectives set at the building level should ladder up to the overall campus objectives.

During the meeting the Green Team should:

- Identify the high level objectives for the effort.
- Identify the area(s) within the initial scope.
- Determine the target launch date and high level steps that need to be taken.
- Identify who will take responsibility for next steps.

After the session:

- A follow up meeting should be scheduled with members of the groups below if they're not already represented on the Green Team.
 - o Facilities
 - o Maintenance
 - o Entity that holds the contract for cleaning services/waste hauling
- The purpose of this meeting is to share the objectives and get buy in.
- Key messages:
 - o This effort will benefit them and the school.
 - o There are financial benefits that will come from successful implementation of this effort.
 - o This effort will benefit the environment.