

Introduction

Welcome to Week 21 of CGOP! This week we're finally starting our last category of Elective Actions, Engagement & Innovation. We'll be covering actions #29 & #30. Don't forget -- you can find coverage of any of the first 28 actions on our website [here!](#)

29. Form a Green Team to share the responsibilities of the Sustainability Ambassador.
30. Have a student volunteer or employee help engage the office in the program.

As a reminder, completion of five Elective Actions beyond the Required Actions will earn you Bronze level certification, completion of ten will earn Silver level certification, and fifteen Elective Actions will earn Gold level certification.

Instructions

Elective Action #29: Form a Green Team to share the responsibilities of the Sustainability Ambassador.

While your job as Sustainability Ambassador is very important, the work doesn't all have to be on you! By forming a Green Team to assist in implementing your office's Actions, not only will you have less work to do, but the office will become more engaged in your sustainability efforts. The Green Team can be hands on, brainstorming focused, meet every week or just once a semester -- it just depends on what is best for your office! The point being: find your allies, and give them ways to engage.

Here are some ideas of what your Green Team can do:

- Monitor the office: find volunteers to make sure the right products are being recycled and thrown away in the right bins, encourage reusable water bottles, or take walks to turn off lights in nearby empty rooms.
 - Designate someone to design reusable water bottles for the office.
 - Designate a group of people to make sure lights and other devices are turned off at the end of the day (we also have a convenient [template](#) for this!)
- Accomplish the elective actions by committee, perhaps by assigning one action per person. For example:
 - Designate someone to pick out/ensure a vegetarian option for catering events.

- Designate someone to purchase your chosen recycled content paper.
- Have someone make labels for your power strips as a reminder to turn them off, and have them encourage other employees to keep power strips on their desks rather than the floor.
- Hold occasional meetings to brainstorm ways to keep greening the office and reflect on your progress.
- Use our [Green Team template](#) to keep track of your team's duties!

Don't feel limited by these ideas though! Just like most things, sustainability initiatives really benefit through collaboration and creativity. Divide up duties and tasks however you and your colleagues see fit.

Elective Action #30: Have a student volunteer or employee help engage the office in the program.

Students are very enthusiastic to help out, so if you have student workers or volunteers in your office, take advantage of this enthusiasm! A good starter task would be to have them assign tasks to employees and fill out the [Green Team](#) template.

Other good tasks for students:

- Have them check at the end of each day/week if repeated tasks, like shutting off power strips, are being completed.
- Have them monitor longer term or one-time tasks, for instance:
 - If you want to install a bin for reusable printer paper, have the student make sure the bin has been purchased and make sure it is being used properly.
 - Have them make sure the employee designing the office water bottle has finished and ordered the product by a reasonable date.

Keep in mind that a lot of the current student generation was either brought up to be more eco-conscious or just has been exposed to many more eco-friendly ideas. So ask them for ideas on how to go above and beyond in your green office!

To get an idea of how important students can be to sustainability, take a few minutes to learn more about the [Student Sustainability Committee](#) if you're not already familiar. The SSC is in charge of about \$1.1 million in funding every year, which they are responsible for delegating to campus sustainability projects that apply for the funding. Check out the most recent [funded projects](#) (some of which were also student ideas!), and take a scroll through the [SSC blog](#) to learn about the impact of SSC projects and what else the group is up to.