



## Staff and Volunteer Training Guide

### Recycling Ambassador Volunteer Responsibilities

- Volunteers must meet at the Fanny Hill concert venue at 15 minutes prior to gates opening for a short training brief, see below for tentative times.
- Volunteers will then be assigned to various waste stations around the venue (a total of 20).
- Staff and Volunteers should be able to answer the following questions:
  1. What goes in which bin (what is recycling vs. trash)
  2. Location of recycling containers for other recycling (cardboard, newspapers/magazines, office paper)
  3. What the event is doing to encourage public transportation, location of a vendor with a vegetarian option, other green efforts that may not be visible to the public.
- Recycling ambassadors are not expected to sort or haul recyclables, unless teams are willing
- Bear in mind that all of this is done in a spirit of customer service and education

### Quick Tips & FAQs:

- Single Stream allows all recyclables to be collected together
- Recyclables must be empty, clean and dry.
- With no composting stations available, food should be thrown in the trash
- Put all recyclables in a loose container. No plastic bags.
- Remove caps from plastic bottles.

### Questions? Staff Contact:

Anne Martens; Public Works Dir.  
P: (970) 309-1577  
E: [Amartens@tosv.com](mailto:Amartens@tosv.com)  
[www.tosv.com/RecycleAmbassador](http://www.tosv.com/RecycleAmbassador)

### Waste Station Set-up:

Recycling Ambassadors will not be required to set up waste stations, but we ask that you keep an eye out for waste stations that might not have recycling bins close by.

There should never be a trash bin that is not paired with recycling ANYWHERE at the event. Pay special attention to lone trash bins that vendors might set-up or bring with them. Please request additional recycling bins if you feel they are needed anywhere throughout the venue.

### Recycling Overview:

- As of spring 2014 the Town of Snowmass Village conducts Single Stream Recycling
- Single stream allows all recyclables to be compiled into one container. This includes aluminum, tin, glass and plastics #1 - #7
- Other items, such as most wrappers, plastic wrapping, liquids, Styrofoam and food, are trash.
- A complete single stream recycling guide is available on the next page.

### Staging & Meeting Area:

- Volunteers should meet near the SkiCo ticket office next to Venga Venga on the Mall
- Remember to arrive 15 minutes before the show starts to get your free t-shirt and directions
- A venue map is available on the next page, with the meeting area designated as a blue square.

# No-Sort Recycling Guide

You can now place ALL recyclables in one bin!

**Accepted Items:**

- Junk Mail & greeting cards
- Paper Egg Cartons
- Paperboard Boxes
- #1-7 Plastic tubs & screw-top jars
- #1-7 Plastic bottles & jugs
- Loose metal jar lids & steel bottle caps
- Magazines, brochures & catalogs
- Folders
- Glass bottles & jars
- Plastic bags
- White or pastel office paper
- Flatten
- Corrugated cardboard & paper bags
- Paper milk/ juice cartons
- Newspapers & inserts
- Cans
- Phone Books
- Shredded
- Empty aerosol cans
- Paperback books

**Not Accepted (Items with red 'no' symbol):**

- Clothes
- Yard Waste
- Food
- Waxed Coated Cups
- Styrofoam boxes & cups

**Items not pictured are considered trash.**

**aim for zero waste**

**Easy and Convenient No-Sort Recycling**

## Venue Map:

