

Cracked Pots Proposals to PSU MPA 509 Organizational Experience

[Cracked Pots](#) is a volunteer driven nonprofit organization focused on educating the public about waste reduction, resource conservation, and creative reuse of materials that would otherwise wind up in the waste stream. Cracked Pots is a primarily working board organization, with a small part-time staff.

Since 1998, we have sponsored an enormously successful annual [Art Show at McMenamins Edgefield](#) that showcases recycled art of nearly 100 artists.

Our newest endeavor is [ReClaim It!](#), a store located at 1 North Killingsworth. ReClaim It!'s mission is to rescue materials from the waste stream and inspire people to reuse, repair and reimagine them. Through our partnerships with Metro and Recology, we glean materials from the "dump"/transfer station. In a little under four years we have diverted almost 400,000 pounds from the landfill! The store has been operating for four years and is just now breaking even.

Our proposals for the 509 Organizational Experience projects:

Project: Designing a pay structure and benefits program for Cracked Pots, Inc.

We presently have five part-time employees at our ReClaim It! store: Operations Manager/Volunteer Coordinator; Store Manager; 2 Keyholders; and a Communications Coordinator. We have not developed a pay structure and we presently offer no benefits. We would like to develop a plan for introducing a pay structure and benefits that can be managed within the income we receive from operation of the ReClaim It! store without risking the operations.

We understand there are several steps to designing a pay structure: job analysis; job evaluation; pay survey analysis; pay policy development; and pay structure formation. As the pay structure is developed, we would like you to develop a set benefits at a similar ratio of total compensation to achieve a matching benefits policy.

This will entail the Graduate Student working closely with the Personnel Committee and other Cracked Pots Board members.

Compensation for this work is a gift certificate to the ReClaim It! Store.

Project: Develop a financial planning and business controls handbook for Cracked Pots, Inc.

Cracked Pots, Inc. is operating with a set of financial policies and procedures. We would very much like to have these policies and procedures reviewed and recommendations made for how they could be improved. We would also like to have advice about how to go about financial planning so that we can implement a pay structure and benefits for employees as well as undertake new projects or programs. A handbook that outlines the kinds of business controls we should routinely follow as well as steps to be taken in financial planning would be extremely beneficial.

The Student would meet with Cracked Pots Treasurer and the Finance Committee in the course of carrying out this work. Compensation is a gift certificate to ReClaim It!

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