



JOB OPPORTUNITY

Executive Director, Recycle BC & Acting Executive Director, SK Recycles

Overview:

Residential packaging and paper recycling occurs in British Columbia and Saskatchewan via a Western Canada team operating within an extended producer responsibility (EPR) model. We are looking to hire an Executive Director, Recycle BC & Acting Executive Director, SK Recycles to lead the “blue box” program in these two provinces.

This is your chance to lead an innovative, forward-thinking organization making a measurable difference in recycling and sustainability across British Columbia and Saskatchewan. Recycle BC & SK Recycles is at the forefront of transforming the circular economy, and as Executive Director, you will be integral in shaping the future impact. If you’re passionate about environmental change, relationship-building, and leading a committed team, this is the opportunity you’ve been waiting for. Step into a role where your leadership will influence policy, drive industry collaboration, and champion sustainability initiatives that matter.

What We Care About:

We care about our business and our people. We want to work with a motivated, detail-driven team player who will build great relationships with our dedicated team, residents, our partners, and other interested parties. Our values of innovation, trust, knowledge, service, and integrity should resonate with you.

We offer competitive salaries and an extensive benefits package that includes a professional development benefit, personal wellness benefit, RRSP matching program, and medical/dental group benefit coverage. Any travel expenses incurred related to the position are fully reimbursed and mileage is also reimbursed at competitive rates.

We work in a hybrid work environment that enables team members to work at our office and/or remotely.

Position Purpose:

The Executive Director (ED) is responsible for implementing the vision and mission of the Western Canada organization, and for the leadership and overall management of Recycle BC and SK Recycles in accordance with the policies and directions established by the Boards of Directors (the Board).

Reporting to the two Boards, the ED is responsible for developing and successfully implementing the stewardship programs’ objectives and for the oversight of operations, people and initiatives. The ED has P&L responsibility for the programs and ensures complete financial and operational performance is reported to the Boards and their Committees.

The ED will oversee all aspects of provincial operations and ensure sound financial management with a commitment to fiscal prudence, while enabling business growth through evidence-based decision making. The ED is responsible

for overall management of local offices and staff as well as the ongoing continuous improvement of operational performance to maintain the confidence of stakeholders in the team's ability to deliver on provincial regulatory requirements efficiently and effectively.

Responsibilities:

- Cultivate strategic relationships to enhance Recycle BC's visibility and influence within the industry and broader community.
- Develop and successfully implement the provincial stewardship programs' objectives and obligations within the region, aligning with the company's strategy. Lead annual planning process to inform program plan renewals and annual budget and operations plan priorities.
- Oversee the provincial programs' financial and operational performance within the region. Manage the annual operating plans and financial performance to deliver commitments on time and within the approved budget. Identify stewardship program performance gaps and oversee development of corrective action and continuous improvement plans.
- Manage the region and its team, ensuring continuous improvement in operational performance (collection and post-collection) and maintaining stakeholder confidence in the ability to meet regulatory requirements efficiently. Oversee the provincial teams including hiring and performance management. Ensure staff priorities are focused on the delivery of goals and commitments.
- Foster an inclusive, cooperative, and collaborative culture within the region, with other regions, and with the national team, demonstrating the company's values by example. Enable national harmonization priorities of benefit to stakeholders and develop relationships with colleagues in other provinces to advance this agenda on behalf of producers.
- Support the company's engagement, marketing and communications goals with a focus on resident education, program awareness, strategic partnerships and research.
- Lead Government Relations at a regional and provincial level and liaise with national office on broader advocacy. Maintain a deep understanding of all relevant governing legislation, regulations, program plan commitments and service agreements. Implement government/stakeholder relations strategies to ensure that the stewardship plan is supported by municipal and provincial elected officials and staff and other local stakeholders.
- Note: Board Secretariat responsibilities for the ED have not yet been determined.

Education and Experience:

- Education: Post-secondary education related to business management
- Experience: At least 15 years' experience that involves exposure to:
 - Supply chain management
 - Municipal and/or Provincial government
 - Waste management
 - Stakeholder relations or communications
 - Organizational leadership
 - Financial management

- Reporting to a board of directors

Competencies:

- Expertise in contract negotiations
- Strategic leadership skills with demonstrated ability to deliver a shared vision
- Proven operational management capability with experience leading an organization with a complex supply chain, such as manufacturing, retail, or product stewardship
- Results driven and oriented with a track record of evidence-based decision making
- Expertise in stakeholder relations with demonstrated history of inclusive communications, transparency and accountability
- Exceptional communication skills both internally to foster a collaborative and inclusive structure and culture, and externally to build confidence and trust in the organization
- Effective capability in resource and budget management with knowledge and expertise in utilizing best practice principles and systems and with a commitment to fiscal prudence
- Proven ability to lead complex projects including effective change management and systems design, implementation, and transformation particularly within a national-regional operations model
- Exceptional relationship and change management skills with a manner that is sensitive to local needs and priorities, and that leverages local management and processes
- Proven ability to build an organization and deliver improved environmental outcomes
- Effective facilitation, negotiation, and conflict resolution including identifying optimal solutions that meet the needs of the affected parties
- Political acuity including an understanding of the implications of regulations and the various interests and requirements of members, producers, and vendors
- Effective risk identification and management skills

Application Process:

To apply, please submit your resume to this posting or email it directly to Alexandra.Bunardzic@summitsearchgroup.com. Only qualified candidates will be contacted.

We are committed to fair and equitable hiring practices. We encourage applications from all candidates regardless of ethnicity, race, religious beliefs, disability, age, gender identity, or sexual orientation. Accommodations are available upon request for candidates participating in all aspects of the recruitment and selection process.