

Program Manager, NextWave Plastics

About the Role

The Circulate Initiative is hiring a Program Manager for NextWave Plastics, a consortium founded by Lonely Whale and Dell Technologies that works together to rapidly decrease the volume of plastic litter entering the ocean by developing the first global network of ocean-bound plastic supply chains. NextWave member companies, which have collectively committed to diverting at least 25,000 tonnes of plastic from entering the ocean by 2025, collaborate to expand the supply of ocean-bound plastic, implement new use cases for ocean-bound plastic, and improve the livelihoods of informal waste workers. In 2023, The Circulate Initiative assumed management of NextWave.

The Program Manager for NextWave will manage the program and member relationships, recruit new members, plan and facilitate meetings, conduct research and analysis to maintain a deep understanding of the ocean-bound plastics industry, and develop communications that effectively articulate the work of NextWave and its member companies. The Program Manager is critical to the consortium meeting its ocean-bound plastic commitment and to expanding NextWave's reach and impact.

Key Responsibilities

- Manage all aspects of NextWave Plastics to achieve its objectives.
- Lead the ongoing development of NextWave's strategy to ensure that the program maximizes its sustainability impact and meets the needs of members (current and future).
- Manage relationships with member companies.
- Lead on the recruitment and onboarding of new members to NextWave.
- Develop annual program budgets and ensure that work is completed on time and within budget.
- Manage and refresh NextWave program assets, for example the member portal, supplier database, onboarding workbook, as well as lead development of new assets that will help member companies reach the collective impact goal.
- Design and facilitate regular member meetings (for example quarterly all member meetings).
- Manage the work of external agencies including public relations and creative firms.
- Liaise with colleagues from The Circulate Initiative to share insights and ensure strategic alignment across programs.
- Develop and manage external partnerships with entities including universities, non-profits, industry associations, and others.
- Oversee and drive communications activities, including the annual impact report.
- Represent NextWave externally - conferences, media opportunities, etc.

Key Competencies

- **Program Management:** Has the ability to effectively run programs; ensure timeliness and accuracy of deliverables, anticipate challenges, develop recommendations and brief managers accordingly, and report on achievements. Adept at coordinating and working with cross-functional teams and able to align key activities to achieve mutual objectives. Attention to detail is key.
- **Client relationship management:** Has strong experience managing client relationships - specifically with corporations. Comfortable engaging with companies from across sectors and with individuals from different functions. Experience managing corporate membership programs is a plus.
- **Business development:** Has enthusiasm for and experience with developing new business with corporations. The ideal candidate will bring drive, creativity, and a “can-do” attitude to new member recruitment.
- **Meeting design and facilitation:** Has strong experience designing and facilitating meetings of different formats - multi-day workshops, hour-long video calls, etc. Candidate understands how to design and lead meetings to advance shared program objectives.
- **Communications skills:** Has the ability to effectively communicate verbally and in writing with a range of stakeholders - members, external partners, the media, etc. The candidate will be representing NextWave and its member companies.
- **Expertise in circular economy and plastics:** Has strong experience working on issues related to the circular economy and plastics pollution, ideally across multiple sectors and in both developed and emerging market contexts. Ideally, the candidate has a keen understanding of a range of issues - supply chains, human rights, technical applications, environmental impact, and others. Keeps current on emerging trends and corporate commitments in the above.
- **Passionate about impact:** Has a strong passion for reducing the impact of plastic waste on the ocean and the opportunity for product innovation, major brands and corporations, and the broader public to be part of the solution.
- **Growth mindset:** Candidate has a strong desire to learn, ask questions, and continuously improve, bringing an inquisitive and curious nature while being energized by gaining and processing new, interesting and useful information.

Education

The ideal candidate will have a minimum of **6-8 years'** post college experience within relevant fields of sustainability, circular economy, human rights, global supply chains, waste management and recycling, or related sectors. Nonprofit experience is preferred, but not essential.

Location

This is a remote position, with strong preference to candidates in the United States, Latin America, or Europe.

To Apply

Please submit your resume and cover letter with the email subject line: “Program Manager NextWave Plastics” to hello@thecirculateinitiative.org. Applications close on **February 21, 2023**. Note that only shortlisted candidates will be contacted.

About The Circulate Initiative

The Circulate Initiative is a non-profit organization committed to solving the ocean plastic pollution challenge by supporting the incubation of circular, inclusive, and investible waste management and recycling systems in South and Southeast Asia. We achieve this by collaborating with key stakeholders across the sector, and by producing insights to support and accelerate investment and scale across the value chain. For more information, please visit: <https://www.thecirculateinitiative.org/>.

The Circulate Initiative does not discriminate on the basis of race, color, religion, sex, national origin, age, citizenship status, disability, covered veteran or military status, sexual orientation, gender identity, or marital status. Applicants from any background are welcome.