



JOB OPPORTUNITY

Director, Post-Collection

Who we are:

Recycle BC is a not-for-profit organization responsible for residential packaging and paper recycling throughout British Columbia, servicing over two million households or over 99% of BC. We ensure packaging and paper products are collected from households and recycling depots, sorted, and responsibly managed and recycled. Recycle BC provides recycling services either directly to communities or by working in partnership with collectors like local governments, First Nations, private companies, and other not-for-profit organizations. Over 195 communities participate in our recycling collection program, and more are serviced by our recycling depots. Each year over 200,000 tonnes of material are collected from households and depots. Our program is funded by businesses, like retailers, manufacturers and restaurants that supply packaging and paper products to BC residents, shifting costs away from homeowners.

SK Recycles is a Saskatchewan-based not-for-profit organization that supports businesses supplying packaging and paper meet their obligations under Saskatchewan's Household Packaging and Paper Stewardship Program Regulations. SK Recycles is responsible for management and recycling of household packaging and paper, distributed to Saskatchewan residents by businesses. We partner with local governments, First Nations, and Métis communities, private companies and other organizations to collect these materials and work with businesses and organizations to receive, sort, and recycle, so that all packaging and paper can become new materials. To advance packaging and paper recycling, SK Recycles will provide support and education, while expanding opportunities to make recycling easier and more consistent across the province.

Extended Producer Responsibility

Extended producer responsibility, or EPR, is a policy approach in which producers – the businesses that supply packaging and paper to residents – are financially and, in some cases, operationally responsible for those materials over their full life cycle, including end-of-life management. Recycling programs founded on the principles of EPR have the following benefits:

- Improve recycling rates
- Facilitate investments in recycling infrastructure and technology
- Create an integrated material management supply chain
- Increase program efficiencies
- Support broader promotion and education

EPR is an effective mechanism for improving recycling rates and advancing the circular economy.

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 the SK Recycles office in Saskatoon, the Recycle BC office in North Vancouver or a remote work location.

Position Overview:

The Director, Post-Collection directs the activities of Recycle BC's reverse supply chain team in BC. The Director leads the development and execution of the provincial post-collection supply chain and is responsible for meeting program targets and Recycle BC operational goals.

The Director is responsible for implementation of post-collection procurement strategies and ensuring that they link appropriately with collection strategies and goals. In addition to optimizing value-generating relationships with vendors, the Director is also responsible for providing assurance over the chain of custody of obligated materials by developing appropriate vendor standards, conducting periodic audits, and ensuring data integrity through the vendor reporting process.

General Responsibilities:

- In conjunction with the Western Canada Director, Post-Collection and Material Regeneration, design and create a post-collection solution that ensures competitive rates in the marketplace while delivering robust, reliable, and efficient post-collection services. Implement the solution as per the approved transition plan. Continue to review areas for cost savings and efficiencies as the post-collection network stabilizes to devise long term strategies for the program and receive best value for money and highest use of materials. Keep abreast of national EPR strategies and opportunities for harmonization with other provincial programs.
- Oversee a reverse supply chain with sufficient capacity to transport, process and market materials in order to meet program plan targets. Maintain regular meetings between Recycle BC and all post-collection partners to address and correct post-collection related issues before they escalate.
- Ensure the operations of the post-collection partners are in compliance with the Post-collection Statements of Work (SOW), or otherwise ensure any changes or modifications proceed by means of the proper authority and documentation. Ensure the post-collection contractors remain in a state ready to accept, process, and market the ever-evolving inbound material stream.
- Implement an efficient and effective connection to the province wide collection network for all program materials with sufficient capacity to meet program plan targets. Prioritise based system costs vs. siloed post-collection costs. Provide input to other collection services such as P&E and Administration as per the service provider Agreements by forwarding observations and data on the reverse material flow which impact collection service, such as contamination, commingling and authorizations.

- Assist in the development of a commodity sales strategy which maximises commodity value and quality while eliminating incentive for unscrupulous behaviour by post-collection partners. Evaluate commodity sales performance in relation to relevant benchmarks and manage post-collection partners' performance to maintain high standards and value.
- Negotiate post-collection service provider contracts, within the framework developed with the VP Operations, Western Canada and Western Canada Director, Post-Collection and Material Regeneration. Ensure all post-collection commercial arrangements are conducted under signed Agreements.
- In conjunction with the Operations Support team, employ standards, scorecards and codes of conduct for post-collection service providers (consolidators, transporters and processors), post-collection material reporting and supply chain auditing and oversee their distribution to, and implementation by, service providers/vendors.
- Direct and manage the Post-Collection team in BC, ensuring they are fully optimized with an eye to continuous improvement as well as day-to-day deliverables. Work closely with the Manager, Material Services to ensure Inbound Composition Audits are taken properly and delivered timely by the post-collection service providers. Ensure that these areas of the business are integrated and have coordinated operating plans.
- Assist in the end-of-life validation process by visiting and performing due diligence on end markets in a coordinated effort with the SK Recycles program. Take ownership of the post-collection mass balance i.e. monitor the network material flow and address anomalies working closely with the Western Canada Operations Support team and Circular Material's Business Intelligence team. Perform year end inventory counts as appropriate.
- Manage and build relationships with supply chain service providers and identify new partners that could provide value.
- In partnership with the Operations Support team, support the development and implementation of data tools, scorecards, management tools/KPIs for use by the Recycle BC post-collection team.
- Provide post-collection services for pilots and projects undertaken within the Recycle BC operations network.
- With support from the Western Canada Director, Post-Collection and Material Regeneration, manage supply chain performance by a) keeping pace with innovations in processing technologies to improve end-of-life outcomes for obligated materials; and b) benchmarking reverse supply chain companies and EPR programs to learn and adopt best practices.
- Participate on industry working groups and projects as required to represent Recycle BC from a material management perspective.
- Work closely with the Manager, Stakeholder Relations, Western Canada Director, Post-Collection and Material Regeneration, and Western Canada Director, Collection on the development of stakeholder management plans prior to initiating or executing changes that impact the post-collection or collection network and related commercial arrangements to ensure that the terms and conditions for change in the service provider Agreements are followed. Follow dispute resolution protocols should changes or other issues require escalated management.

- Participate in the annual budgeting, fee setting and operational planning process. Develop annual post-collection budgets with input from Western Canada Director, Post-Collection and Material Regeneration
- Participate in the Recycle BC supply chain cost analyses and cost studies including waste composition studies.
- Recruit, orient, direct and performance manage the Recycle BC post-collection team.

Desirable Skills and Attributes:

- Strong collaboration skills with senior leadership to ensure commercial frameworks and reporting align with both provincial needs and national standards.
- Experience providing operational direction and support to supply chain teams, with a focus on effective implementation and issue resolution.
- Proficient in budget planning and cost analysis, including experience working with cross-functional teams on annual budgets, quarterly reviews, and operational planning.
- Knowledge of end-of-life materials management, with the ability to identify innovations and implement best practices in post-collection processes.
- Ability to foster inter-provincial collaboration by sharing supply chain strategies and leveraging synergies across programs and regions.
- Skilled in coordinating multi-stakeholder initiatives, including supply chain rollouts that involve field-level engagement and support.
- Manage External Relations with the following stakeholders:
 - Local Governments and First Nations
 - Collection and Post-Collection service providers
 - Provincial waste management associations and other industry associations and working groups
 - Other EPR programs and member organizations
 - Supply Chain Auditors/Consultants

Qualifications

- Post-secondary education related to Business Administration, professional designation from a recognized procurement organization or equivalent experience.
- At least 7 - 10 years' experience in strategic procurement, operational optimization, waste management or logistics contracting.
- Expert knowledge of strategic procurement and contracting

- Knowledge of waste management, materials management and logistics or related operational business activities.
- Knowledge of processing recyclable materials.
- Strong negotiation and conflict resolution skills.
- Good verbal communications skills.
- Excellent relationship management skills.
- Very strong analytical skills and numbers acumen.

Additional Information

To apply for this role, please submit your resume via email to david@summitsearchgroup.com.