



JOB OPPORTUNITY

Vice President, Operations

Who we are:

Multi-Material Recycling Inc. manages two extended producer responsibility programs for residential packaging and paper recycling – one in British Columbia, Recycle BC, and one in Saskatchewan, SK Recycles.

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 200 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.

Recycling Process

Recycle BC and SK Recycles each operate an integrated, province-wide recycling system that manages residential packaging and paper from collection through to the sale of materials to recycling end markets.

- **Collection:** Residents recycle packaging and paper from homes or multi-family buildings in specified collection bins or return them to designated recycling depots. Collection partners deliver the materials to receiving or one of three primary material recovery facilities within their network.
- **Transportation:** Material delivered to one of the 40 network receiving facilities around the province is transported to a primary material recovery facility for advanced sorting.
- **Sorting:** Materials are separated by type (e.g., paper commodity grades, or plastic resin types) to prepare them for baling and sale to end markets.
- **Baling:** Similar materials are compressed into bales, creating commodity shipments for recycling end markets.
- **End Markets:** The baled materials are sold to approved end markets where they are processed into raw materials to be made into new packaging and products.

This recycling process supports a circular economy for packaging and paper. Virtually all the plastic, metal, and glass, and the majority of paper, are recycled through North American end markets.

Indigenous Relations

We recognize the importance of building respectful and collaborative relationships with Indigenous Peoples and communities across British Columbia and Saskatchewan as part of our commitment to environmental stewardship and reconciliation. We emphasize continuous learning, listening, and partnership, drawing on Indigenous knowledge and values to inform its approach to sustainability and waste reduction. Guided by principles of interconnectedness, respect, shared responsibility, and the sacredness of the natural environment, we seek to incorporate Indigenous perspectives into its operations while acknowledging the inherent and unceded rights of Indigenous Peoples.

Governance

We are governed by a Board of Directors composed of producer representatives and industry experts who oversee our strategic direction, financial stewardship, and program performance. The Board includes designated committees such as the Governance and Nominating Committee and the Finance and Audit Committee, which provide oversight on organizational accountability, risk management, and operational effectiveness. In addition to the Board, we engage an Advisory Committee in each province made up of local government, industry, and community representatives who meet regularly to provide feedback, identify issues, and support collaborative decision-making on program development and performance.

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, 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 Vice President, Operations leads the execution of the reverse supply chain for Recycle BC and SK Recycles, ensuring residential packaging and paper products are responsibly managed from the resident to approved end

markets and that all operational and recycling performance targets are met within respective financial targets. The role oversees core business processes beginning with operational planning and service agreements, through the reverse supply chain collection, logistics and post-collection processes, and verification of chain of custody. The VP will drive operational efficiency, and is a key contributor to the overall strategic planning process for Recycle BC and SK Recycles. The VP also plays a key role in external stakeholder relations and ensures a foundation of integrity at all levels of the organization.

The VP provides direction to the operations teams which includes supply chain professionals who work with a wide variety of interested parties including First Nations, local governments, commercial service providers and regulators. This role fosters innovation and continuous improvement initiatives to ensure Recycle BC and SK Recycles continue to be leaders in their industry and achieve efficient and effective operations, while promoting sustainable business practices and maximizing environmental outcomes.

The role reports to the Executive Director, Recycle BC and SK Recycles and has three direct reports and 16 indirect reports.

General Responsibilities:

- Providing leadership to the operations teams including collection, post-collection and logistics.
- Continuing to develop best practice frameworks to deliver against Recycle BC and SK Recycles' EPR obligations as the packaging, EPR and recycling industries evolve.
- Meeting or exceed program targets and objectives, including:
 - Achieving accessibility targets, ensuring that the residents of BC and SK have reasonable access to collection sites for all materials managed through Recycle BC and SK Recycles' programs.
 - Achieving collection, diversion and recycling targets for all materials.
- Managing within the financial operating budget and targeted cost metrics.
- Building value-added relationships with the service provider community and ensure all operation partners are working to ensure Recycle BC and SK Recycles' producer-responsibility obligations are met.
- Continuously manage change (interested parties expectations, business processes, regulatory requirements, marketplace shifts) in an organization where the EPR landscape continues to shift and packaging design and materials evolve at a rapid rate.
- Collaborating in the identification, prioritization, and execution of cross-functional initiatives that drive efficiency, innovation and system performance, then ensuring they are successfully implemented into ongoing operations.
- Mentoring and developing a growing team of team members with diverse skills and backgrounds, many of whom are new to the recycling and EPR industry.
- Setting performance standards, communicating to the team, and holding team accountable through regular engagement.
- Participating in establishing Recycle BC and SK Recycles' long-term strategies and business models and related operational plans and budgets. Participating as a member of the Senior Leadership Team, building annual business plans, strategic plans and budgets to meet strategic objectives of Recycle BC and SK Recycles.
- Working together with other EPR programs within a national EPR landscape to share best practices, harmonize processes and standards, and collectively improve environmental outcomes and program efficiencies.
- Ensuring that all operations are carried out in accordance with our safety standards and all other applicable safety, environmental and sustainability regulations.

Defining Success:

Critical success factors for the Vice President, Operations within the first 12 months include:

- Developing a thorough understanding of Recycle BC and SK Recycles and building a positive relationship with key external interested parties.
- Building a trusting relationship and strategic partnership with the Executive Director and key leaders through the utilization of strong and proactive communication skills and timely reporting on key issues impacting the business.
- Establishing strong and productive relationships with the team and employees throughout the organization by demonstrating a leadership philosophy that supports collaboration, empowerment, and innovation.
- Working with the operations team to assess opportunities for streamlining and improving business operations by promoting continuous improvement techniques and the ongoing assessment and enhancement of each value stream.

Desirable Skills, Attributes, Experience and Characteristics:

The successful candidate brings 20 years of experience in a senior management role with experience in strategic procurement, operations, waste management or logistics. Experience in industrial or similarly complex operating environments is preferred. Specific skills and experiences required include:

- Strong experience in operational management, preferably with multi-site exposure, including resource planning, project management, quality, cost management, continuous improvement and long-term planning.
- Financial acumen including previous P&L management experience and developing and monitoring operating budgets of over \$100 million.
- Previous experience implementing and using continuous improvement tools such as Six Sigma and Lean Manufacturing.
- An understanding of transportation, logistics, supply, procurement and the broader aspects of coordination related to the supply and transport of materials.
- Strong understanding of procurement and ability to review and negotiate agreements.
- Experience with data analysis and reviewing metrics to assess performance against key goals.
- Strong team leadership skills and the ability to effectively coach, mentor, respectfully challenge, and empower a team.
- Excellent stakeholder relations experience.
- Strong user of technology and an ability to utilize data, as well as qualitative evidence, and a business-case approach to decision-making; calculating risks and taking required action.
- Superior verbal and written communication skills with the ability to write and edit compelling internal reports and memoranda.
- Strong presentation skills and the ability to articulate, understand, and deliver corporate, strategic and product specific messages.
- Demonstrated learning agility, strong thinking, and analytical skills. Ability to develop and implement new processes and ways of doing work.
- Exceptional decision-making skills, demonstrating a strategic and objective approach to challenges and opportunities.
- Strong abilities in change management and navigating change.
- Ability to work in diverse cultures with diplomacy and an understanding of differences in international business environments.
- Intellectually curious mentality; always looking to improve and learn more.

Education and Professional Designations:

The successful candidate has completed post-secondary education related to engineering, business administration or related discipline and/or a combination of other post-secondary education and years of experience in an

operational setting. A graduate degree in their discipline or business administration is preferred but not required. All academic degrees and professional designations are subject to verification by a third-party service provider.

Travel Requirements:

The VP can be based in British Columbia or Saskatchewan. Candidates should reside near regional transit hubs, and for candidates in Saskatchewan, being situated near Saskatoon is preferred. The VP is expected to maintain an effective travel schedule to manage operations, grow relationships, and meet the needs of the role and organization. The VP will be provided with the necessary technology and support to effectively execute regardless of location.

Equal Employment Opportunity:

We are committed to advancing a diverse workforce and developing inclusive leadership teams that are representative of the communities they serve. We provide equal employment opportunities to all persons regardless of age, colour, national origin, citizenship status, physical or mental disability, race, religion, creed, gender, sex, sexual orientation, gender identity and/or expression, genetic information, marital status, status with regard to public assistance, veteran status, or any other characteristic protected by federal, provincial or local law. We encourage diverse employees to apply for this position.

Expressions of Interest:

Interested and qualified individuals are encouraged to submit their cover letter and resume in confidence to Sam Morris, Principal or Timothy Lai, Research Associate or at the email addresses listed below.

Sam Morris
Principal
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