



Position Available

Position: Sustainable Packaging Coalition Project Manager

Organization: GreenBlue is an environmental nonprofit dedicated to the sustainable use of materials in society. A small but growing organization, located in Charlottesville, VA, GreenBlue operates a variety of projects that are national and international in scope, including the Sustainable Packaging Coalition (SPC). The SPC is a project of GreenBlue and convenes a group of companies worldwide working to increase sustainability in their packaging products and processes. SPC staff provides technical resources, education and tools for member companies, including hosting two annual educational conferences. See www.greenblue.org and www.sustainablepackaging.org for more information.

Duties:

- Develops and manages project plans, including the project budget;
- Publicly represents the organization at meetings;
- Conducts technical research. Example past topics have included sustainable design; recycling, composting, and other packaging end-of-life options; solid waste management policy; forest certification; and on-package label design;
- Contributes to outreach and communication for SPC membership retention and recruitment;
- Collects and analyzes data;
- Assists in writing reports and grant proposals.

Qualifications:

- Bachelor's degree in environmental science, packaging, or a related field and three years of related experience or Master's degree in environmental science, packaging, or a related field and one year of related experience
- Packaging industry experience preferred
- Knowledge of sustainability and design or expertise in one or more environmental fields
- Project management skills
- Financial management ability
- Proficient in Microsoft Office Suite; Google apps preferred
- Strong verbal and written communication skills
- Ability to collaborate effectively in a team setting
- Interest in GreenBlue mission
- Location: Charlottesville, VA
- Must be available for overnight travel

Salary and Benefits: Competitive salary. Benefits include medical and dental insurance, SIMPLE IRA, health club membership.

Apply: Send cover letter, resume, and salary requirements to jobs@greenblue.org