



Job Announcement

MANAGER, RECYCLING PROGRAMS KEEP AMERICA BEAUTIFUL Washington, DC Office June 2014

Job Title: Manager, Recycling Programs

Location: Washington, DC

POSITION DESCRIPTION/RESPONSIBILITIES: Each of KAB's recycling programs are designed to raise awareness about recycling and, most importantly to engage individuals in the act of recycling. In this position, the individual will be responsible for all aspects of managing the growth and execution of the national America Recycles Day program including – program development, stakeholder engagement, promotional partner building and communications planning. In addition, the individual will contribute to other recycling programs targeted at specific audiences -- Recycling@Work, Recycle-Bowl and the KAB Public Space Infrastructure Building Initiative. The individual will serve as the project manager for specific elements of these programs, to include planning, organizing, data and collateral management, communications and outreach to stakeholders, program evaluation, identifying research opportunities and other program management responsibilities.

The Manager, Recycling Programs, reports to the Senior Vice President, Recycling of Keep America Beautiful. For individual program elements, the Manager, Recycling Programs will work with the individual Project Directors.

QUALIFICATIONS:

- A minimum of 7 years experience in direct Programming and Project Management in a non-profit or for-profit setting
- Experience-based knowledge in marketing and communications, preferably for a social marketing project or similar community/individual activity
- Sustainability/recycling subject matter expertise or environmental psychology background required
- Demonstrated superior organization skills to manage multiple projects and meet critical deadlines.
- Experience with public speaking/making presentations
- Proven self-starter and be a team player
- Digital proficiency preferred: powerpoint, Excel and content management systems. Experience with Illustrator, Survey Monkey and Constant Contact preferred

TRAVEL: The position requires occasional travel, to include overnight travel.

COMPENSATION: Consistent with experience and salary history.

PROMOTION POTENTIAL: This position has promotion potential to Project Director

LOCATION: Position is located in Washington, DC.

Keep America Beautiful is the nation's leading nonprofit that brings people together to build and sustain vibrant communities. Together with the organization's national network of community-based affiliates and partners, the national nonprofit serves as a powerful voice and a solution provider for communities seeking to unlock their potential. The nonprofit is singularly focused on transforming public spaces into beautiful places while protecting the natural areas of communities to deliver positive and sustainable impact.

Through its programs and public-private partnerships, Keep America Beautiful engages individuals to take sustainable actions to beautify parks, trails and recreation areas, clean shorelines and waterways, reduce waste and increase recycling, remove litter and debris, plant trees and build community gardens, among other events to inspire generations of environmental stewards.

KAB tailors its programming and efforts around environmental education and proven behavior-change strategies. In July 2013, Keep America Beautiful with the Ad Council launched a groundbreaking public service advertising campaign titled, "I Want To Be Recycled," to raise awareness about the benefits of recycling. This campaign targets sporadic recyclers with the goal to make recycling a daily social norm. In addition, through just two of its national programs, the Great American Cleanup and America Recycles Day, the nonprofit recruits 4+ million active volunteers annually and sponsors events in more than 20,000 communities.

Keep America Beautiful's purpose is to create communities that are socially connected, environmentally healthy and economically sound.

Visit Keep America Beautiful at kab.org.

KAB is an equal employment opportunity employer and, as such, will recruit, employ, train and promote qualified individuals without regard to their race, color, religion, sex, age, national origin, marital status, sexual orientation, physical handicap, disability status as a disabled veteran, or any other consideration made unlawful by federal, state or local laws.

Send cover letter including salary history and requirements and resume to: recruitment@kab.org