



## PROGRAMME MANAGER PLASTICS

**Deadline: October 9, 2020**

**We are looking for a highly motivated Programme Manager to join our Circular Economy team. The Programme Manager will manage our activities to limit the environmental impact of plastics, and chemicals in products to drive a circular economy.**

Supported by 50 environmental NGOs across Europe and beyond, ECOS ([ecostandard.org](http://ecostandard.org)) is a non-profit organisation which promotes environmental interests in the development of standards and environmental laws and policies. ECOS uses its strong technical base to effectively operate at political, policy and technical levels, and to provide key solutions to global environmental challenges.

### Your main tasks will be to:

- Promote and defend the environmental interests in the proposal, development and revision of European and international standards and related policies, in his/her areas of responsibility: **plastics & chemicals in products**, in cooperation with ECOS nominated experts and member organisations
- Coordinate and implement our **plastics in a circular economy projects**
- Recruit and manage the work of technical experts
- Represent ECOS in relevant meetings, such as meetings of standardisation organisations or European institutions and workshops, conferences and other fora
- Develop and implement work/lobbying strategies with a view to maximise ECOS impacts
- Engage and collaborate with our members, partners from the Rethink Plastic alliance as well as other NGOs and stakeholders
- Develop regular updates, briefings, positions and publications for our target audiences
- Prepare funding applications and ensure proper reporting to funders
- In close collaboration with ECOS Operations Team, ensure proper preparation and management of budgets
- With support and guidance from the line manager, proactively identify and engage with possible new funding bodies across the spectrum – institutions, national governments, members, foundations, and proactively develop new project ideas
- With support and guidance from the line manager, manage the relationship with existing donors
- The Programme Manager may be required to carry out any other tasks, including of an administrative nature, depending on the organisation's needs.

### Skills and experience required:

- University degree in environmental sciences, engineering, or relevant discipline. Alternatively, a degree in social sciences with qualifying professional qualifications
- Proven expertise or interest in at least one of the areas mentioned above
- Good understanding of EU policy making processes
- Interest in technical work and/or standardisation processes
- Commitment to the values, vision and mission of environmental NGOs
- Familiarity with European Union funded projects

- Strong analytical skills & ability to translate technical information into digestible information
- Excellent time and project management skills
- Ability to work effectively both independently and as part of a team
- Excellent writing, communication, networking and negotiation skills
- Fluent English, other languages an asset

**What we offer**

- A one-year maternity cover with a possibility of extension Belgian contract with a competitive salary package including additional benefits (meal vouchers, pension scheme, 13th month, insurances, public transport, eco-cheques) depending on skills and experience, according to the ECOS salary scale
- A dynamic international working environment
- Being part of a dedicated team whose common goal it is to protect the environment
- A very pleasant working environment

**How to apply:**

Applicants should send a CV and cover letter by no later than October 9, 2020 to: [info@ecostandard.org](mailto:info@ecostandard.org), with the subject line "**PROGRAMME MANAGER-PLASTICS: your name**". The first round of interviews will take place end of October. We regret that only short-listed candidates will be contacted. When applying, please mention where you found the job ad.

