

Job Opening: One Earth Program Manager – Lighter Living

We invite you to apply to become the **Program Manager - Lighter Living** with One Earth, our Vancouver-based environmental nonprofit.

You collaboratively implement strategies and actions that reduce our ecological footprint and enable quality of life. This is about weaving together all sorts of solutions - including rethinking 'the good life', reducing wasted food and wasteful consumption, and increasing shared goods, access to alternative transportation, and social connections. Together with the One Earth team and partners, you contribute to **creating a world where our daily lives are more sustainable, healthy, equitable, fun and fulfilling while living within our ecological means.**

Duties and Responsibilities:

The One Earth **Program Manager** is part of the One Earth-Vancity strategic partnership to advance Lighter Living in the Lower Mainland, south-western BC region and beyond. Our team builds on existing activities, fosters new activities, develops and nurtures key partnerships and resources, strengthens capacity, and catalyzes strategic action on high impact footprint solution areas.

Indicative activities as Program Manager include:

- Conducting a scan of who is working towards sustainable lifestyles in the region (interviews, research) and sharing this landscape of actors and activities with the community.
- Supporting aligned activities and actors by fostering new connections across diverse players, capturing lessons from the field, and providing strategic input.
- Supporting knowledge generation about Lighter Living through participatory activities, telling stories, conducting analyses and writing (articles, reports, blogs, briefings, toolkits).
- Facilitating collaboration through dialogue.
- Developing an engagement strategy and contributing to an online Lighter Living platform for revealing, profiling and supporting community actors and activities.
- Co-developing Lighter Living outreach, including communications materials and training.
- Hosting meetings, workshops, conversations, webinars and conference calls with community members.
- Representing One Earth at events and meetings.
- Engaging in the planning process, coordination and action on Lighter Living as part of the strategic partnership between One Earth and Vancity.
- Contributing to fundraising and project / organizational management.
- Implementing activities that you design, building on your strengths, interests and networks.

In addition, you work with the One Earth team on local to global projects and priorities as needed.

Who will thrive in this position:

You are passionate about **sustainability** – and understand our collective journey to rethink our daily lives and the way we live, eat, move around, house ourselves, spend our time and money. Your curiosity and rigor lead you to better understand how to move the dial and contribute to greater societal impact. You make things happen! You build **relationships** effectively with those both alike and different from you. You have solid **project management** skills and enjoy balancing different priorities. You are an excellent **communicator**. Besides writing and presentation skills, you understand how to use different platforms including social media. You **think systemically** – not simply as a staff member at an organization but as a catalyzing member of a movement – to advance sustainable ways of living in south-western BC. You are a **team player**, helping all of us play a stronger game, have a laugh, see unusual connections, and build better tomorrows.

Qualifications overview:

- Proven understanding of sustainability issues.
- 5 or more years of combined relevant work and volunteer experience.
- Undergraduate degree or higher (or equivalent education and related experience).
- Ability to work in a team as well as independently with a high level of motivation.
- Systems thinking capacity.
- Strong project management and event coordination skills, showing flexibility.
- Excellent communication and community engagement skills.

Please describe how you meet these requirements in your cover letter.

Position Details:

This is a full-time position based in Vancouver, Canada. Regular business hours with occasional early morning, evening and weekend time as required, for example to host or attend aligned events. Travel in BC may be necessary, such as to Vancouver Island. A certain level of flexibility can be built into the position, balancing employee and program needs. This might include days working from home as well as flexible start / finish times on certain days. All qualified applicants will receive consideration. The salary range is \$36,000-\$40,000 annually, depending on experience.

**Please send electronically
a cover letter, a list of 2 references, and your resume / cv
by 5:00pm PST on Wednesday 2 May 2018
to Dagmar Timmer at dagmar@oneearthweb.org.**

Short-listed candidates will be contacted for an interview and reference check, to take place in mid-May. The position begins in May or June 2018, depending on the successful candidate's availability.

About One Earth:

One Earth (www.oneearthweb.org) is a Vancouver-based environmental 'think and do tank' creating and imagining sustainable ways of living in cities and around the world. One Earth collaborates with partners to transform how people live their lives – what they need, what they consume and produce, and what they aspire to – enabling everyone to live good quality lives within their fair share of our planet's resources. We highlight the links between who we are, what we buy, where we live, what we make, what we trade, and how we live together. We take a systems approach and connect people, ideas, and activities to accelerate sustainability. Our co-founder Bill Rees invented the ecological footprint approach and this remains at the heart of our work.

One Earth is active in advancing Lighter Living in Vancouver and British Columbia. We are working towards North American leadership in cities with Vancity, Bioregional, and the Urban Sustainability Directors Network. We work globally with the Institute for Global Environmental Strategies in Japan, the Canadian and US Government, the United Nations, private sector, the philanthropic community, media, and civil society. One Earth is on the team promoting eco-industrial networking through the National Industrial Symbiosis Program - Canada. We are on the Board of the National Zero Waste Council and the United Nations Sustainable Lifestyles and Education Programme. Collaborations with academia include co-founding the Global Research Forum on Sustainable Production and Consumption and partnerships with Simon Fraser University, BC Institute of Technology, the University of British Columbia, and Utrecht University. One Earth is also catalyzing 'Disruptive Imaginings: creating better futures' – a global campaign and learning community aimed at creating visions and experiences of life in sustainable futures.