



Be the Change—Make a Difference as the

Executive Director

**Marin Hazardous and Solid Waste JPA
(Zero Waste Marin)**

**ZERO
WASTE
MARIN**

Annual Salary: \$ 129,604 to \$157,518
County Classification Title: Planning Manager
Application Period closes November 14, 2022
Interviews: Week of December 4-10, 2022
[**APPLY TODAY - Send Resume and Cover Letter**](#)



DEPARTMENT OF
HUMAN RESOURCES

COUNTY OF MARIN



The Position:

The Executive Director of the Marin Hazardous and Solid Waste Joint Powers Authority (Zero Waste Marin) will report to the twelve-member JPA Board of Directors and ensure communication and coordination are effectively administered between the Board of Directors, member agencies, franchisors, stakeholders, and the community. As a hands on manager, skilled administrator, and leader of people, the position will apply innovation, creativity, and experience in solid waste diversion, zero waste initiatives, and regulatory oversight to advance the vision of the Board, its members, and the Authority.

The position is responsible for developing and implementing the County's Regional Integrated Waste Management Plan and administering the Marin Countywide Hazardous Waste Management Plan. Through the vision and direction of the Board, the position will lead and oversee the development and administration of programs to reduce disposal in landfills, promote recycling, and promote and support the proper handling of household hazardous wastes.

The Ideal Candidate Will:

- Have 7-10 years of experience in the implementation, supervision, and administration of recycling and solid waste management programs and policies, have a background in environmental sustainability, and possess a BA/BS in Business or Public Administration, Resource Management, Environmental Sciences, or a related field.
- Prepare, monitor, and report on the annual budget and expenditures; Negotiate and administer contracts for scopes of work and payment terms.
- Advance hazardous and solid waste initiatives within the vision of the JPA Board
- Write, speak, and present compelling and persuasive solutions to waste diversion and zero waste initiatives and communicate orally and in writing.
- Exercise sound judgment, discretion, impartiality, and professionalism to members of the Board, member agencies, franchisors, stakeholders, and the community.
- Remain current and draw on their experience in administering local, state, and federal policies and programs related to hazardous and solid waste issues, initiatives, and programs.
- Be collaborative, inclusive, and encouraging as a leader and a mentor, expecting high standards of performance.
- Develop and maintain cooperative working partnerships and relationships with staff, colleagues, trade organizations, community groups, and member agency representatives.



ABOUT ZERO WASTE MARIN

Marin County Hazardous and Solid Waste Joint Powers Authority is known as Zero Waste Marin. Zero Waste Marin is a joint powers authority agreement between Belvedere, Larkspur, Mill Valley, Novato, San Rafael, Sausalito, San Anselmo, Corte Madera, Fairfax, Ross, Tiburon, and Marin County. ZWM was established in 1996 with the mission to help Marin County residents and businesses meet the county's zero waste goal by 2025. ZWM also provides information on household hazardous waste collection, recycling, composting, and waste disposal.

The ZWM Board of Directors is comprised of one representative for each member agency. The Board member may be a member of the agency's City/Town Council or Board of Supervisors, or the agency's staff. The agency is responsible for reducing and recycling resident's solid waste and safely disposing of hazardous materials.

Minimum Qualifications

Any combination of education and experience that provides the knowledge and abilities listed. A typical way to qualify includes:

Education: Equivalent to graduation from a college or university with a major in City, Regional or Environmental Planning, Urban Studies, Economics, Social Policy, Geography, Natural Resource Management, or a closely related field, AND

Experience: Four (4) years of professional experience, three of which must have been performing work related to the assignment and one of which must have included supervisory experience equivalent to the level of Principal Planner.

Compensation and Benefits

The starting salary will be commensurate with the experience, qualifications, and skills of the successful candidate and within the range of \$129,605 - \$157,518 annually.

The County of Marin offers a robust benefits package that includes medical, dental, vision, life insurance, and retirement savings. Eligible employees are provided with an allowance that can be used to purchase health benefits that include medical, health, dental, vision, long-term disability, and life insurance.

**ZERO
WASTE
MARIN**



More about Zero Waste Marin

In addition to addressing the statutory requirements of the Integrated Waste Management Act, Zero Waste Marin also provides hazardous waste collection to citizens and businesses in all areas of Marin except for the City of Novato, which operates its own hazardous waste collection program in conjunction with Novato Disposal and Novato Sanitary District.

ZWM works on the proper disposal of Sharps and Medical Waste, Bulbs and Batteries, Used Oil, Marine Motor Oil, Tires, and Construction and Demolition debris. ZWM also offers home composting classes, runs the Zero Waste Schools Program, and provides Outreach and Education to residents and businesses on proper recycling and composting methods.



The Selection Process

Application period closes: **November 14, 2022 at 11:59 PM.**

Qualified candidates are invited to apply by submitting a Cover Letter expressing your interest and a focused resume detailing their recent (within the past 10 years) experience and demonstrated career accomplishments relevant to this position along with their completed application to: **Support@muchmorethanconsulting.org**

Each candidate's background will be evaluated on the basis of information submitted at the time of application. Qualified candidates will participate in a preliminary phone interview. Only the most qualified candidates will be invited to the next step in the selection process. **Panel Interviews will occur the week of December 4-10, 2022.**

Candidates with a disability who may require special assistance in any phase of the application or selection process should advise HR at (707) 486-2361.

The County of Marin is an Equal Opportunity Employer