JOB OPPORTUNITY

Manager, Stakeholder Relations

Who we are:

SK Recycles is a Saskatchewan-based not-for-profit organization that supports businesses supplying packaging and paper meet their obligations under Saskatchewan's Household Packaging and Paper Stewardship Program Regulations. SK Recycles is responsible for management and recycling of household packaging and paper, distributed to Saskatchewan residents by businesses. We partner with local governments, First Nations, and Métis communities, private companies and other organizations to collect these materials and work with businesses and organizations to receive, sort, and recycle, so that all packaging and paper can become new materials. To advance packaging and paper recycling, SK Recycles will provide support and education, while expanding opportunities to make recycling easier and more consistent across the province.

Extended Producer Responsibility
Extended producer responsibility, or EPR, is a policy approach in which producers – the businesses that supply packaging and paper to residents – are financially and, in some cases, operationally responsible for those materials over their full life cycle, including end-of-life management. Recycling programs founded on the principles of EPR have the following benefits:

- Improve recycling rates
- Facilitate investments in recycling infrastructure and technology
- Create an integrated material management supply chain
- Increase program efficiencies
- Support broader promotion and education

EPR is an effective mechanism for improving recycling rates and advancing the circular economy.

What we care about:

We care about our business and our people. We want to work with a motivated, detail-driven team player who will build great relationships with our dedicated team, residents, our partners, and other interested parties. Our values of innovation, trust, knowledge, service, and integrity should resonate with you.

We offer competitive salaries and an extensive benefits package that includes a professional development benefit, personal wellness benefit, RRSP matching program, and medical/dental group benefit coverage. Any travel expenses incurred related to the position are fully reimbursed and mileage is also reimbursed at competitive rates.

We work in a hybrid work environment that enables team members to work at the SK Recycles office in Saskatoon, or a remote work location.

Position Overview:

Reporting to the Director, Marketing and Communications, the Manager, Stakeholder Relations is responsible for building and maintaining strong relationships that foster program engagement with a variety of community and partner organizations. Key interested parties include provincial government representatives, the program's advisory committee, local community groups, collectors, media and other strategic partners across Saskatchewan.

As the primary media spokesperson for Saskatchewan, this role leads both proactive and reactive communications, develops key messages, and collaborates with internal teams to ensure timely, accurate and context-driven responses.

This role supports day-to-day operations, advances organizational goals, and promotes the program's successes, opportunities, and impact across the province.

General Responsibilities:

Partner and Interested Party Planning, Communication and Engagement

- Support, inform and collaborate with communities and partners on initiatives that align with the organization's goals and objectives.
- Facilitate consultations, surveys and engagement workshops to educate and gather community and partner perspectives.
- Assess and respond to general engagement inquiries; explore opportunities to share program information and build program profile.
- Represent program interests with Recycle Saskatchewan, a collaborative group of EPR organizations supporting EPR in Saskatchewan.
- Support SK Recycles Advisory Committee.

Government Relations

- Develop relationships with elected provincial and local government representatives to build knowledge, trust, recognition and support of the program.
- Cultivate and maintain strong relationships with diverse groups of interested parties, including collectors, service providers, First Nations and Métis communities, industry partners and others in relation to program transition and operations.
- Working with SK Recycles senior leadership team; develop and implement strategies to profile our packaging and paper program; build support for the program with government staff (provincial and local); and increase engagement to advance program goals in Saskatchewan.

Collector Engagement

- Foster strong relationships with packaging and paper collectors and service providers; provide timely support to ensure efficient information sharing, service and shared success in recycling programs.
- In collaboration with collection team, support engagement opportunities with collection partners, like working groups or meeting series, to foster a more meaningful relationship with our partners.
- In collaboration with the marketing team, provide regular email updates to collectors with news and information.
- Support collection team with collector transition to full EPR in Saskatchewan.

Event Management

- Plan and execute program events and engagement opportunities as needed.

Media Relations

- Respond to media queries and serve as a spokesperson for SK Recycles.
- Explore opportunities for proactive media outreach, based on program objectives.
- Work with an external media relations contractor as needed.

Other Communications

- Provide and support effective internal communications to keep teams informed, aligned, and engaged, fostering collaboration and driving organizational success.
- Provide expert advice to the Executive Director and SK Recycles senior leadership team regarding government and other groups expectations that may impact program delivery and program design.
- Speak on behalf of the organization at events, meetings or conferences as needed.
- Identify issues and support on issues or crisis management as needed.

Desirable Skills and Attributes:

- A clear and strategic thinker and persuasive communicator (both oral and written) to multiple groups with varying interests. Good analytical skills.
- Ability to present and share information in an engaging and effective manner.
- Familiarity with media management, including responding to inquiries, developing key messages and proactively managing media opportunities.
- Ability to form trusting relationships with aligned and non-aligned interested parties.
- Good judgment and the ability to function as a team player.
- Understanding of provincial and municipal government structures, policies and regulatory environments.
- Understanding of relationship management, community outreach and consultation processes.
- Knowledge of strategic communication principles for internal and external interested parties.
- Ability to oversee initiatives, assess needs, track progress and ensure timely execution.
- Skills in coordinating advisory committees, meetings and other events.
- Highly detail-oriented and organized with a strong sense of urgency and problem-solving skills.
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- A self-manager with the ability to juggle several key initiatives simultaneously with minimal supervision.
- High performer with the right attitude and the desire to grow and learn.

Qualifications

- Graduate or post-secondary education related to public policy, communications, media relations, engagement and/or related experience.
- Seven+ years of communications related experience.
- Some exposure to environmental issues would be an asset.
- Former roles that required providing counsel to senior executives or government officials.
- Experience as a spokesperson for a business, organization or initiative.

Additional Information

Think you would be a good fit for our Manager, Stakeholder Relations position? We want to hear from you! Please apply for this role online. Candidates are also welcome to reach out directly to **teria@hughescollective.ca** with questions about the opportunity or the recruitment process.

SK Recycles is committed to advancing a diverse workforce and developing inclusive teams that are representative of the communities they serve. We provide equal employment opportunities to all persons regardless of age, colour, national origin, citizenship status, physical or mental disability, race, religion, creed, gender, sex, sexual orientation, gender identity and/or expression, genetic information, marital status, status with regard to public assistance, veteran status, or any other characteristic protected by federal, provincial or local law. SK Recycles encourages diverse employees to apply for this position.