



Job Announcement

PaintCare Southeast Regional Coordinator for California

Application Deadline: September 30, 2015

Summary

PaintCare seeks a qualified candidate to assist with growing and maintaining the paint stewardship program in California. This position will be located in Southeastern California and will coordinate the recruitment, contracting and maintenance of PaintCare drop-off sites in San Bernardino, Riverside, Orange, San Diego, and Imperial Counties and other surrounding areas as needed.

About PaintCare

PaintCare, a non-profit 501(c)(3) organization, was established by the American Coatings Association (ACA) to implement state-mandated paint stewardship programs on behalf of paint manufacturers in each state that adopts a paint stewardship law. Funding for PaintCare is provided through a fee on new paint sales. Funding is used to establish drop-off sites where the public can take leftover paint for recycling, pay for the recycling of this paint, and provide public education and program administration. Oregon passed the first industry-supported paint stewardship law in 2009. Oregon's program has been operating since July 2010. Similar programs are being implemented in California, Colorado, Connecticut, Maine, Minnesota, Rhode Island, and Vermont. Please visit www.paintcare.org for more information.

Responsibilities

- Meet and communicate with paint retail stores, municipal household hazardous waste (HHW) programs and other program stakeholders.
- Recruit sites: Identify potential paint drop-off sites which will include paint retailers, HHW facilities, solid waste transfer stations and landfills. Explain how to become a PaintCare drop-off site, evaluate their suitability for partnering with PaintCare.
- Set up paint drop-off sites: establish contracts, provide training, coordinate with haulers to arrange transportation of paint from site.
- Monitor drop-off site operations: conduct site visits and audits on a regular schedule or as needed/requested, identify problems and implement corrections, maintain successful relationships with site operators.
- Arrange special collection/transportation from temporary events and from painting contractors, property managers, and other large producers of leftover paint.
- Public outreach: distribute public information materials to drop-off sites upon request, including those retailers that are not drop-off sites, assist PaintCare with monitoring use and usability of materials by sites.
- Recordkeeping: maintain computer database of drop-off site information, generate reports as needed.
- Analyze data and write reports for PaintCare and state agencies.
- Make presentations to small and large groups (e.g., home shows, conferences, trade associations).
- Report to West Coast Program Manager.

Preferred Skills and Qualifications

- Experience with and/or knowledge of hazardous materials, hazardous waste management and programs, hazardous waste laws and regulations, HHW programs, state environmental agencies, hazardous materials/waste storage requirements, hazardous waste transportation and processing.
- Experience with and/or knowledge of retail operations, infrastructure and communications, including big box, chain, franchise, co-op, and independent stores.
- Familiarity with paint products.
- Familiarity and comfort with users of paint, particularly trade painters, contractors, paint retailers and property managers.
- Experience with public speaking, training and/or making presentations.
- Experience with and/or knowledge of product stewardship programs, laws and organizations.
- Ability to work independently from home.
- Willingness to travel extensively within the region to recruit sites, train retail staff, and distribute outreach materials. Occasional travel to San Francisco, Washington D.C. and other locations in the US for trainings, conferences, or meetings.
- Proficiency with computers and typical office software.
- Valid state driver's license.

Location and Travel

This position is located in California. The employee will work from home. **The ideal candidate will be in close proximity to either Orange County or San Diego.** Extensive travel throughout the State may be required to visit drop-off sites and meet with government agency staff. Overnight travel time will vary, and may exceed 50% of the time.

Employment, Salary and Benefits

This is a full time, regular position. Salary depends on experience; PaintCare, through the ACA, provides generous benefits [401(k), vacation days, medical, dental, and life insurance] and reimbursement for travel expenses.

Contact Information

To apply for this position, please email cover letter, resume, a representative writing sample and salary requirements in one document to jobs@paintcare.org. Indicate "CA Southeast Regional Coordinator -- PaintCare" in email subject line.