



California Carpet Stewardship Program

An initiative of CARE: Carpet America Recovery Effort

Job/Contract Description:	Post-Consumer Carpet Product Development Specialist
Location:	Sacramento or Los Angeles
Position Start Date:	April 1, 2019
Travel:	This position requires 50% +/- travel, primarily in CA.
Industry Experience:	Plastics, recycling, Engineering process development

Summary

Carpet America Recovery Effort (CARE) seeks qualified applicants with expertise in product and market development to join the CA CARE team in implementing the California Carpet Stewardship Program. The successful candidate will serve as the California Market/Product Development Specialist guiding a new Market Development Plan for products manufactured from Post-Consumer Carpet materials. The candidate will and work in close collaboration with the existing CARE team in various aspects of the statewide program. **Candidates with knowledge of POST-CONSUMER CARPET (P-CC) and understanding of process design, product development, commodities markets, recycling, waste prevention, product stewardship, closed-loop design, circular economies, commodities markets, government procurement/sales are preferred.**

About CARE

CARE is a non-profit 501(c) 3 organization, which began in 2002 as a result of a Memorandum of Understanding (MOU) for Carpet Stewardship signed by stakeholders including members of the carpet industry, government representatives, NGOs, and entrepreneurs. CARE is the facilitator for the market-based post-consumer carpet (PCC) recycling system in place across the United States. CARE actively supports its members (entrepreneurs, carpet industry, government entities and non-governmental organizations) to achieve its mission. The mission of CARE is to facilitate the carpet industry-led initiative to find market-driven solutions for the time sensitive diversion of post-consumer carpet from landfills. For more information on CARE, please go to: www.carpetrecovery.org.

Essential Duties and Responsibilities

- Facilitate relationships with CARE stakeholders regarding market/product testing and development, lead development and product promotion/sales support.
- Facilitate relationships with State and Local Government Agencies for the procurement of PCC products.
- Coordinate the expansion of a P-CC products Market Development Plan – inclusive of opportunities for upcycling, closed-loop design, needs analysis from processors/manufacturers.
- Interface with CARE CA Team (Management, Collections, Grants, Outreach/Education) on areas for support in regulatory/government relations, designing procurement grant opportunities, promotion and marketing opportunities, etc.

- Mkt Development reporting: provide monthly/quarterly data to CARE Management tracking products utilizing PCC materials, needs
- Ability to travel within the State and work a **flexible schedule including overnight travel.**
- Other duties as assigned.

Skills and Qualifications Required

- Five or more years of professional experience in **plastics, recycling, engineering process development.**
- Experience in providing timely and thorough support to customers and stakeholders in a fast-paced environment.
- Experience with data research, data collection and data management for the purpose of writing various analytical and management reports.
- Experience writing progress and business analysis reports.
- Excellent Microsoft Office skills: Word, Excel, PowerPoint.

Experience/Education

Any combination of education and experience that would provide the knowledge and abilities listed. A BS/BA degree in the area of Engineering, Physical Sciences, Biological Sciences, Environmental Studies, Natural Resources, Marketing, Communications, Business or related field is preferred.

Qualifications Preferred

- Product sales experience, government purchasing processes.
- Understanding of state and local procurement practices, capital projects processes and Environmentally Preferable Purchasing Policies (EPPP) a plus.
- Familiarity with manufacturing, supply chains, product design processes and constraints.
- Familiarity with relevant California waste reduction and diversion legislation such as: AB 939, AB 341, AB 32, AB 2398, AB 1158.
- Knowledge of zero waste, cradle-to-cradle design, biomimicry or similar recyclability concepts to increase recyclable and recycled content materials over time.
- Project coordination experience, preferably with CalRecycle or similar agency.
- Direct experience in carpet or other textiles commodity markets.
- Trades, construction, installation, permitting, and/or procurement knowledge or experience.
- Spanish or other language writing and speaking proficiency desired.

Compensation

Annual salary/contract rate commensurate with experience. **Salary cap for this position is \$98,000.** For salaried positions, CARE offers a full benefits package including annual leave, health, dental, vision coverage and a 401K plan. Full- and part-time staffed positions with CARE are at-will positions.

Work Environment and Location

This position will work from the employee's/contractor's home office work space and use personal equipment (use of CARE provided computer/phone may be considered upon request). **Travel throughout the state of CA is required.**

Occasionally, the work may be performed in a warehouse, factory setting or at waste management facilities and the outdoors, which may expose the individual to fumes, airborne particles, loud noise levels and unpleasant odors. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions. While performing this job, the employee/contractor is regularly required to sit, stand, talk and hear, and use a computer keyboard and monitor. The employee/contractor may occasionally lift and/or move up to 25 pounds. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

Licenses/Certificates

Possession and continued maintenance of a valid class C California driver's license, automobile insurance and a safe driving record. A DMV report will be required.

Equal Employment Opportunity

CARE/CA Carpet Stewardship Program is an equal employment opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, gender expression, national origin, age, protected veteran or disabled status, or genetic information.

Application Instructions

The position/contract is open until filled. To be considered for this position, please submit a **detailed resume, including city of residence, phone, personal email, and cover letter** if desired, to: cynjordan@att.net.

Resumes will be screened in relation to the criteria outlined in the job description. Candidates deemed to have the most relevant qualifications will be contacted.