



Job Description: Ontario Electronic Stewardship (OES), is an industry managed non-profit waste diversion organization, mandated by the Government of Ontario through the Waste Diversion Act, to develop and manage a waste diversion plan for electric and electronic equipment. The corporation was established by manufacturers, retailers, and other stakeholders and has industry-wide support. For more information about Ontario Electronic Stewardship, please visit [www.ontarioelectronicstewardship.ca](http://www.ontarioelectronicstewardship.ca).

OES requires an Executive Director, reporting to a Board of Directors comprised of leading companies, to

- Implement the approved plan for OES;
- Design and deliver an effective collection and processing system including audit processes;
- Manage the association infrastructure;
- Propose policy to efficiently collect and divert electrical and electronic equipment from disposal in landfill to more effective uses (i.e., reuse and recycle);
- Harmonize key program issues in line with product stewardship best practices, other provincial programs, and government requirements.

The position requires extensive government advocacy and stakeholder engagement including communications and outreach.

Candidates will have a successful track record building and managing an organization, ideally coupled with experience in product stewardship projects and familiarity with Ontario's Waste Diversion Act. Candidates will offer a background in trade association management, manufacturing, or government.

Specifically, OES needs a self-starter with senior qualifications in management, government relations, communications, policy research and development. The capacity to create and implement plans; engage stakeholders including the public; work with and support a Board of Directors; facilitate industry partnerships and government consensus; effectively manage staff; and meet timelines are paramount. Academic degrees in business and professional credentials in project management will be very helpful in the role.

A competitive compensation package applies. To apply in confidence, please direct your résumé with a statement of qualifications and salary expectations, to:

Jack Shand, CMC, CAE, President  
Leader Quest Inc.  
Email: [oes@jobexperts.com](mailto:oes@jobexperts.com)  
Fax: 905.842.8275

Applicants selected for interview will be contacted no later than the week of July 28, 2008.