

Sustainable Procurement Advisor
Regular Full-Time
Finance/Procurement

Are you a **passionate** sustainable procurement expert who possesses strong collaboration and partnership skills?

Do you have **deep knowledge** and **experience** in public/private sector **sustainable procurement and circular economy** practices to lead the development, implementation, maintenance, and reporting of the Region's Sustainable Procurement Program?

Are you an **influencer** who strives to problem solve, apply solutions to meet sustainable outcomes and collaborate with a high performing team of procurement professionals and Regional staff?

This may be the opportunity for you!

The Role...

Reporting to the Manager of Procurement, Planning and Performance, the Sustainable Procurement Advisor is primarily responsible for an end to end Sustainable Procurement Program. From development, implementation and management, this Program will improve the environmental, social and economic impact of the Peel Community and we are excited to move forward!

A day in the life ...

Building on the foundation of the Region's Corporate Social Responsibility Strategy and recently approved Sustainable Procurement Program, the Advisor will bring forth a level of expertise in this field, that is coupled with your passion and change management approaches to help shape the culture here in Peel. Understanding the complexities in public sector organizations, its governance, supply chain, opportunities and risks will be essential in delivering a successful program in this environment.

Stakeholder collaboration is important. The Advisor will work collaboratively with Departmental Leadership Teams and other Regional staff to raise awareness, develop and deliver training, as well as building knowledge of sustainability. The Advisor will champion sustainability, research opportunities, best practices, and support budget planning in a manner that considers the total cost ownership and impacts to procuring sustainably. Similarly, engaging the vendor community through training and consultation will be required in addition to representing at industry events, committees and meetings.

The Advisor will lead the investigation and research into best practices within the industry and to partner and coordinate with area Municipalities, agencies and organizations to not only represent the Region but enable information sharing to influence opportunities with the Region of Peel.

What we are looking for...

Education: A relevant University degree in environmental science, urban planning, supply chain, sustainability or related discipline; and possess designations in SCMP or CPPB/CPPO, PMP would be considered an asset. Training and experience in Project Management and Change Management methodologies consistent with those provided by PMI (Project Management Institute) and Prosci would also be preferred.

Program Leadership skills: minimum 5 years of progressive related experience working in areas of sustainability, circular economy, procurement, urban/environmental planning in a large organization, preferably in public sector.

- Experience in designing, implementing and reporting on market programs to internal and external advocates through a strategic approach resulting in “buy-in” and ongoing sustainment of the program.
- Good understanding of Environmental, Social and Economic impacts, risks and ways to mitigate these impacts.
- Knowledge of the various impacts to different industry models in the scalability of supply chain and sustainability.
- Strong ability to evaluate the return on impact/investment of various components within a Sustainable Procurement Program including quantifying the key performance indicators (KPI's) and approaches to Total Cost of Ownership.
- Experience procuring and evaluating goods and services in varying commodity and service-based industries with the lens of sustainability.

Impact and Influence Skills:

- Ability to persuade and effectively use verbal and written communication to articulate the importance of Sustainable Procurement at various organizational levels in the context of operations and supply chain.
- Strong presentation skills with the ability to convey complex information towards various levels including senior level, front line and vendor audiences.
- Ability to reconcile differing perspectives, develop consensus, and secure cooperation and support from both business partners and other team members.
- Strong strategic planning skills coupled with the ability to analyze issues on a broad business level and set priorities.

Research, Analytics and Outreach Skills:

- Liaison between internal departments and the Procurement team to ensure Sustainable Procurement considerations are implemented, and that the Program continues to align with the Region's 20-year Strategic Plan, Corporate Social Responsibility Strategy and Climate Change Master Plan.
- Facilitates the integration of Sustainable Procurement KPIs in existing departmental action plans and reporting on progress to the various Regional Leadership Committees, as applicable.
- Proven ability to develop impactful training materials, tools, and communications to various audiences.

- Genuine desire to engage vendors and external stakeholders to build capabilities within the Region's Procurement requirements including research and applies Sustainable Procurement best practices.

Salary: Band 8 \$91,204.00 - \$114,003.00 + Comprehensive benefits

Location: Due to Covid-19, most of our offices are currently closed to protect the health and safety of our employees, clients and community. As such, this position will be required to work remotely for an undetermined period. Once our offices re-open you will report to 10 Peel Centre Drive.

Hours: 35 hours/week

Interview: Our recruitment process will be completed with video conference technology.

Please [click here](#) to apply.