



Field Coordinator

About PCX

Plastic Credit Exchange is the world's first global non-profit plastic offset program. Founded in the Philippines, PCX partners with sustainability-conscious businesses around the world to responsibly offset their plastic footprint and reduce the flow of plastic pollution into our landfills and oceans.

PCX has built a broad and growing ecosystem of carefully vetted collaborators that recover, process and recycle plastic waste while continuously seeking out innovative, environmentally sound solutions for plastic waste reduction. PCX also supports environmental protection with programs that improve livelihoods and scale up social impact.

About the Role

Plastic Credit Exchange is looking for a Field Coordinator (FC) to oversee the day-to-day logistics needs of the organization. The FC will be responsible for providing support to the Sustainable Community Development Manager and fellow Field Coordinators in the deployment and operations of the PCX programs in the communities and institutional partners.

The Field Coordinator will assist the Sustainable Community Development Manager by developing and executing programs for the communities that are designed to promote PCX mission to be the first and leading substantial plastic offset organization. You will be working with cross-functional teams and industry partners.

Key Responsibilities

- Support the Sustainable Community Development Manager in understanding and identifying challenges in the field between various stakeholders.
- Conduct interviews, FGDs, and surveys to gather relevant information to identify potential risks and better improve the program
- Facilitate training sessions and organize events that will be necessary to help empower small partner communities, devise training programs if necessary
- Continuously engage and build relationships with community partners and stakeholders
- Maintain updated statistics and records of partners and networks.
- Gather, record, maintain, and analyze data to help the organization make better decisions in the long run
- Liaise with key internal and external stakeholders to meet target timelines and hauling/delivery schedules



- Ensures that storage facilities are kept secure and cleaned if needed
- Assist his/her supervisor in monitoring, sourcing, and even negotiating with suppliers, manufacturers, and vendors to secure a deal that is cost efficient for the organization.
- Make sure that all materials are received in full, on time, at the right price, and at the right specifications.

Competencies

We are looking for highly organized, passionate and self-starter individuals that will help launch our plastic offset business

- Must have completed a bachelor's degree in Community Development, Social Work, Sociology, or any related courses
- Preferably with at least 3 years of solid experience as a Community Organizer or Community Development Officer for an environmental nonprofit or private organization; with at least 1 year experience on the Monitoring, Evaluation and Learning requirements for community projects
- Environmentally savvy and has a good grasp of existing and developing solutions to the plastic problem
- Excellent project management experience. Ability to balance competing priorities and deadlines and to handle multiple tasks
- Demonstrated ability to work collaboratively with colleagues in its work
- Own transportation preferred but not required
- Willing to do field work (warehouse visits, plant visits hauling, deliveries, etc.)
- Strong attention to details, able to multitask, strong negotiating skills
- Have excellent communication and interpersonal skills and the ability to prioritize, meet deadlines and achieve results through collaborations

For interested applicants, you may email your CV / resume to careers@plasticcreditexchange.com or mia@plasticcreditexchange.com