



COMMUNITY PROGRAM COORDINATOR

Who we are:

HOPE, the Philippines' first certified B Corp, is an impact organization that has consistently been 'Best for the World.' 100% of its profits are invested in improving public school infrastructure, increasing livelihood opportunities, and enabling efforts that conserve the environment.

Launched in 2012, HOPE's mission was simple: to provide Filipinos with an easy way to vote with their peso about what was important to them. We put Education at the forefront of our movement, building much-needed public school classrooms through the sale of our flagship product, Hope in Bottle.

In 2014, HOPE branched out to livelihood opportunities through agricultural interventions with the overall goal of increasing income for smallholder coconut farmers. As of 2024, we are on track to planting 2 million coconut seedlings and we look to engage even more smallholder coconut farmers in Mindanao.

Not wanting to solve one problem by contributing to another, HOPE set an audacious goal of becoming the first Philippine brand to offset 100% of its plastic footprint, making sure we walk the talk towards a safer and cleaner planet. In the same year, HOPE also launched Aling Tindera, a waste-to-cash program that aims to divert plastic waste away from nature, provide incremental income to communities, encourage behavior change and educate the public about responsible plastic waste management.

All of these efforts come together to deliver on what we at HOPE promise – a movement leveraging the power of people to achieve great things Together.

Business for Good.

About the Role:

As the Program Coordinator, you will oversee the regular activities of the Aling Tindera (AT) program of Friends of HOPE, Inc. This includes the monitoring of Field Coordinators, building partnerships, deployment, expansion, and operations of the FOH programs in the communities and institutional partners.

You will be working with the Managing Director in developing and executing programs for the communities to promote the mission of FOH to improve the lives of Filipinos. You will also be working with cross-functional teams and industry partners.

Key Responsibilities:

- Oversee and monitor all Field Coordinator activities nationwide;
- Manage and grow the operations of accredited Aling Tindera and Institutional partners in the recovery, transport, and processing of post-consumer plastics compliant with the Plastic Pollution Reduction Standard and local regulations;
- Provide verified inputs on impact data and communications on plastic waste diversion to the Monitoring and Evaluation team and the Managing Director;



- Supervise the reporting, including uploading and maintenance of the relevant
- Work with the Logistics Team in monitoring the capacity of processors to meet the offset requirements of FOH;
- Conduct site and field visits, monitor Aling Tindera deployment, and problem-solve as necessary to ensure smooth and efficient operations;
- Expand the network by connecting prospect institutional and LGU partners;
- Create and implement action plans in addressing issues relating to the operations;
- Participate and provide support in the conduct of internal and external audits;
- Work with the Marketing and PR team in highlighting milestones and updates from the network of institutional and AT partners;
- Participate in the review and refinement of the Plastic Pollution Reduction Standard and other policies, as needed;

Requirements:

- Preferably at least five (5) years of experience directly managing operations in a fast-paced, multi-stakeholder environment;
- Experience in building partnerships, negotiations and is entrepreneurial;
- Excellent problem-solving skills and resourceful in addressing urgent and critical concerns.
- Excellent verbal and written communication skills.
- Skilled in strategic planning, multi-tasking, and coordination of simultaneous activities.
- Skilled in coaching and mentoring people and teams.
- Has strong organizational skills and work ethic; and
- Passionate about the circular economy;
- Experience with an international environmental organization would be an advantage.