



Manager, Social Enterprise Programs
Permanent, Full-time
37.5 hours per week
Salary Range: \$60,000 - \$65,000

MakeWay is a national charity and public foundation with a goal to enable nature and communities to thrive together. We do this by building partnerships, providing solutions, grants, and services for the charitable sector across the country.

Position Overview

Binners' Project, a project on MakeWay's shared platform, is a fast-growing, innovative project. Through our programs, which run out of the Downtown Eastside in Vancouver, we provide income opportunities and build community, capacity, and inclusion for binners while also contributing to the sustainability and waste-reduction efforts in our city. Binners' Project is a charitable initiative with social enterprise programs that provide low-barrier employment and capacity building to over 150 marginalized individuals.

Binners Project runs mission-based programs, including social enterprise programs, that aim to destigmatize and legitimize the work of binners at the community and policy level.

What is Social Enterprise?

Social enterprises are businesses or charities that sell goods and services; embed a social, cultural or environmental purpose into the business; and reinvest their earnings into their social mission. Many social enterprises also work in [Community Economic Development](#), as Binners' Project does. Binners' Project's social enterprise programs include service offerings like [Back-of-House Sorting](#) and [Waste Education at events](#) that have the triple benefit of waste diversion, social inclusion, and community economic development.

Over the next few years, Binners' Project will be undergoing some recovery and rebuilding from the impacts of the pandemic. A [three-year strategic plan](#) has recently been completed with a binner-first approach and outlines an ambitious recovery of our programs.

Reporting to the Project Director, the Manager, Social Enterprise Programs is a key resource for all social enterprise programming. The manager's main objectives are to grow the fee for services and optimize binner operations for the fee for service programs.

Anticipated Start Date: As soon as possible

Location: Vancouver, BC

Salary range: \$60-65K per year - commensurate with experience

Key Responsibility Areas

Social Enterprise

- Receive and respond to all prospective partners for Binners' Project's social enterprise programs
- Create quotes and proposals for all Binners' Project fee for service work including back of house sorting, audits, special events, and community engagement

- Oversee the development of marketing materials including print and online, ensuring charitable compliance.
- Seek new partnerships through attendance at networking events. Drive initial contact with prospective partners
- Partnership development through participation in advisory committees, social procurement networking events, and other relevant events/committees/trade show/conferences
- Manage and improve efficiency of the operations of the fee for service including scheduling, volunteer/staff growth, logistics, and training.
- Manage and improve systems tracking including operational metrics (including attendance, honoraria, and payroll) and partner feedback
- Inform strategic direction of social enterprise programs, including monthly/annual growth targets, partner-specific approaches, introduction of add-on services as needed, and coordinate efforts to provide consistent and positive delivery of our programs
- Oversee the operations of the social enterprise programming including inventory (equipment, supplies, uniforms), training, and biner development

Staff & Binner Human Resources Management

- Direct reports include Coordinator, Social Enterprise Programs, Head Coordinator, and Community Coordinators
- Manage and maintain the hiring of biner-staff
- Oversee human resource management for the biner-staff and volunteers including the development of biner capacity building and infrastructure, incident reporting, and health and safety

Finance

- Oversee the reporting for social enterprise grants
- Manage invoicing for fee for service clients
- Monthly: Supervise invoicing operations, including ensuring invoice matching with quotes and sales records, tracking AP/AR and quarterly reviews of outstanding ARs
- Quarterly: Maintain Profit & Loss sheet
- Annually: Develop the budget for the social enterprise programs

Our Ideal Candidate

- 2-4 years of experience in a non-profit or social enterprise setting with some leadership experience preferred
- A forward thinker who drives innovation and supports change in a dynamic environment
- Enjoys meeting new people and building relationships with both social enterprise clients and biners
- Collaborative and enjoys working in a team environment
- A self-starter who takes initiative and also feels comfortable rolling up your sleeves and getting dirty to support the team
- An understanding of the impacts of colonization and an interest in supporting the efforts of reconciliation
- Ability to work closely with marginalized populations through a trauma-informed lens
- Ability to accommodate flexible working hours (some evenings and weekend work required, especially during event season)

This position is a full-time, 37.5 hours per week role, with an annual salary between \$60,000 and \$65,000, based on experience. Offering a flexible work schedule, four weeks paid vacation along with a monthly flex day, Binners' Project looks to provide staff with a healthy work-life balance while supporting the binner community. Benefits will be provided after three months.

If you're not certain that your credentials are a 100% fit with this position, we encourage you to apply so we can talk about how Binners' Project is making a difference and how you might fit into our future.

Binners' Project values the diversity of the people it works with and serves. We foster a work environment in which individual differences are recognized, appreciated, respected and responded to in ways that fully develop and utilize each person's talents and strengths.

How to Apply

Please apply by sending a cover letter and your resume to info@binnersproject.org. Please indicate you are applying for the Manager, Social Enterprise Programs position in the subject line.

Interviews will begin the week of June 6, 2022.

For more information about Binners' Project and MakeWay, please visit:

binnersproject.org

<http://makeway.org/approach/shared-platform/>

*As **Binners' Project** is on MakeWay's Shared Platform, the selected candidate will be an employee of MakeWay.*

MakeWay is strongly committed to creating a diverse workplace environment and we welcome and encourage applications from the communities we serve. We are proud to be an equal opportunity employer.

MakeWay will provide accommodation during all steps of the hiring process, upon request, to applicants with disabilities. Please advise us if you need any accommodation.

Our sincere appreciation to all those expressing interest in the position, however, only those applicants invited for an interview will be contacted. Thank you for your interest!

We will accept applications until the position is filled. No phone calls or recruiters please

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