

WE'RE HIRING!

European Coordinator for the Break Free From Plastic movement

About the Break Free From Plastic movement

Break Free from Plastic (BFFP) is a global movement envisioning a future free from plastic pollution. Since its launch in September 2016, over 3500 organisations from 186 countries have joined the movement to demand massive reductions in single-use plastics and to push for lasting solutions to the plastic pollution crisis. In Europe, the movement counts 127 members in 33 countries, coordinating their work to achieve systemic change. Zero Waste Europe (ZWE) hosts the coordination team of the European chapter of the movement.

About you

You are passionate about addressing plastic pollution and its root causes, and experienced with the coordination of groups and/or projects. You enjoy solving problems and empowering collective work at the service of systemic change.

You are very good at anticipating challenges, jumping on opportunities, and quickly finding creative solutions, with a particular appetite for strategic thinking and building synergies, and are capable of running different tasks simultaneously.

You excel at personal relations and enjoy team management; and you like working in an agile international environment with colleagues across the globe.

About the role

As the BFFP Europe Coordinator, you are responsible for :

The coordination and management of the BFFP Europe coordination team

- Lead the European coordination team, including oversight of collective and individual planning and evaluation processes
- Line manage at least three people and support other line managers
- Lead recruitment of new staff and oversee their onboarding process, and offboarding processes as relevant
- Support the Grants and Operations Manager in setting and updating team policies and processes
- Update on a regular basis the European Support Team about team and movement development, and seek their input as relevant

The coordination of the effective implementation of the BFFP Europe strategy

- Support the resilience of the European movement

- Oversee the implementation of the different pillars (e.g. narrative, advocacy, movement building) of the European Strategy and support synergies building between pillars and projects
- Support the development of European wide or joint campaigns or activities, notably through support to task force leaders
- Facilitate a collaborative evaluation of progress made collectively towards the achievements of the BFFP European strategy, on an annual basis
- Lead the organisation of the BFFP Europe members' meeting (typically every two years)
- Develop and maintain relationships with key external stakeholders as relevant (allies, change agents, decision-makers, funders)
- Pursue opportunities to raise the visibility of BFFP in public events, ensuring that BFFP members can represent the movement or representing it

Support of cross-regional work and contribution to BFFP global (team) processes

- Ensure that the European strategy aligns with and support the achievement of the BFFP global strategy
- Be part of the Team Leads Forum (monthly calls + ad-hoc as relevant)
- Input into global initiatives such as strategy & impact review process and initiatives focused on resilience building
- Coordinate fundraising efforts with those of the global team and of other regional teams
- Identify and enhance synergies and complementarity between the work in Europe and in other regions or globally

Fundraising, budget and grant management

- Lead BFFP Europe coordination fundraising strategy and oversee its implementation
- Maintain strong relationships with the Plastics Solutions Fund, and other funders
- Oversee all BFFP coordination related budgets
- Oversee narrative and financial reporting
- Support the Grants and Operations Manager with the coordination duties with the ZWE Operations team

Person Specification

Experience

Essential

- Experience in movements
- Substantial experience in coordination of groups and/or projects
- Experience in people management
- Experience with budget and grant management
- Experience in fundraising
- Strong understanding of issues associated with plastic along its supply chain

- Experience in working with people from different cultures and nationalities in a way that facilitates an intersectional approach

Desirable

- Deep knowledge of the BFFP movement and its governance mechanisms
- Experience in advocacy, at national, EU and/or international level, notably on plastic policies
- Experience in team management
- Experience in building partnerships

Knowledge, skills and understanding

Essential

- Strategic thinking , with the ability to leverage opportunities and synergies
- Excellent command of English, and the ability to communicate complicated messages clearly and appropriately to different audiences
- Ability to manage and as relevant mediate differences of opinion or disagreements
- Appetite and skills for facilitation (in person and online)
- Strong networking and team building skills appropriate for a multicultural and multidisciplinary environment

Desirable

- Passion for social and environmental justice
- Excellent organisational skills and attention to details
- Solid IT competences with collaborative tools (Google Drive, Slack, Asana, Zoom, Google Groups)
- Other languages, apart from English, are a plus

Personal qualities

Essential

- Empowering leadership approach built on clear communication, effective delegation, continuous feedback, mutual trust, and a strong commitment to well-being
- Excellent interpersonal skills and team player
- Excellent listener and communicator
- Impact driven, solution orientated, and resilient
- Organised and able to prioritise
- Capacity to run different tasks simultaneously
- Appetite for working in an agile European and International environment
- Willingness to work with flexible schedule, as required
- Willingness to travel internationally, as required

Location, Compensation and Work Environment

This is a full-time position based in either Brussels, under a Belgium contract, or in Berlin, under a German contract.

A valid working permit to work in either Belgium or Germany is required. The contract will be a permanent one, dependent on funding, with a trial period of 6 months.

We offer a competitive gross salary in the range of €4700-5600/month, which is fully calculated according to your transferable years of experience, the requirements of the current job offer, and in alignment with the salary policy of our fiscal sponsor in Belgium. This range and below benefits may differ for those based outside of Belgium.

In addition to this, we offer benefits such as lunch vouchers; a 13th month salary payment proportional to your time worked during the year and holiday pay to those based in Belgium, and an equivalent to those based outside Belgium.

Team members also benefit from 26 vacation days plus additional leave between Christmas and New Year, progressive discretionary leave policies, travel insurance and a 4 day working week.

We take pride in our ability to support one another's work in an atmosphere of mutual trust and respect; and look forward to introducing the successful candidate to our welcoming and highly motivated team and network members.

Starting date: 1 June

Equal Employment Opportunity

At BFFP Europe, we understand that not all individuals have the same opportunities to engage in paid work or studies both within and outside of the movement. We highly value passion and experience in addressing plastic pollution, environmental, social, health and human rights justice. We are open to receiving applications from those who may not fulfil all the required skills but have the interest, passion and lived experiences to fulfil the role. In this respect, we encourage people from a diverse intersection of backgrounds to apply.

TO APPLY:

Please [follow this link](#) where you will be asked to fill in your basic information and send your CV and motivation letter. All these materials should be provided in English and in pdf.

Please contact us at justine@breakfreefromplastic.org if you have any questions, stating in the subject line *Re: BFFP European Coordinator Job Offer*. Please note that applications via email will not be accepted - only through the application form provided through the link above.

Deadline for applications: 18 March 2025

We expect the first round of interviews to take place between the 24th and the 27th of March, and the second round between the 9th and the 17th of April, but we will confirm that with selected candidates.