

Looking for a dynamic leader to be the next Executive Director of the Municipal Review Committee, Inc.!

The MRC is a Maine non-profit corporation with a mission of ensuring affordable, long-term and environmentally sound disposal of municipal solid waste (MSW) on behalf of its membership comprised of approximately 115 Maine communities. MRC members include municipalities, refuse disposal districts, public waste disposal corporations and other public entities in central and eastern Maine, which are responsible for planning and providing for management of MSW generated by households, businesses and institutions within the areas they serve. The MRC pools the resources of its membership on a regional scale in order to provide professional management, technical and administrative services while providing a single point of contact for business arrangements with counter-parties.

The Executive Director for the Municipal Review Committee, Inc. (MRC) is responsible for the planning, directing, and oversight of the operations of MRC including: relations with Board and MRC members, complex contracts, administration (e.g. bill paying, record keeping, file management) and financial processes (e.g. audits, dues, and budgeting), contractor oversight, event and crisis management, relations with waste management partners and regulatory agencies, and management and monitoring of the relationship with the privately owned and operated Hampden mixed waste processing facility using Fiberright technology and other assets of the MRC including 12 million in operating and reserve funds.

Applicants must be able to effectively communicate and engage in negotiation with municipalities, membership, waste disposal businesses, legislative and governmental contacts, and provide information for a variety of levels of understanding. The position will often require travel in a personal vehicle to sites around Maine and may require work outside normal business hours with little notice. The ideal candidate must be able to manage effectively in difficult or stressful situations and be a positive face for the organization, including communications with membership, governmental agencies, and the media. Possession of a four year degree and experience in municipal government at a management level preferred. Knowledge of solid waste management is a plus.

The position salary will be commensurate with experience and education and include a benefits package consisting of health insurance, retirement plan, and access to dental, vision, and income protection plans at employee cost. The position is subject to background checks, including credit reporting.

The job application and additional information can be found at: <https://www.mrcmaine.org/employment/>

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