



Project Manager: THESIS Leadership Project

The Sustainability Consortium (TSC) is a global non-profit organization transforming the consumer goods industry to deliver more sustainable consumer products. We work to enable a world where people can lead fulfilled lives in a way that decouples their impacts on people and the planet. Our members and partners include manufacturers, retailers, suppliers, service providers, NGOs, civil society organizations, governmental agencies and academics.

TSC is seeking contract project management support for the execution of the THESIS Leadership Project. The goal of this project is to create a new sustainability performance leadership rating system for the consumer goods industry. It builds off the substantial work and success of THESIS (The Sustainability Insight System) to date and extends it to increase impact.

TSC's Technical Development team is responsible for the research and creation of the assessments that underly the rating system. Other members of TSC staff, including leadership, are also project contributors and will be included in the scope of project management where appropriate.

The contracting entity for this project shall be University of Arkansas, acting on behalf of The Sustainability Consortium.

The Senior Director, Technical Development will oversee the work.

This is a short-term (6 months) role with the possibility to lead to ongoing work that can be delivered at approximately 20 hours per week.

Deliverables

- Coordinate the execution of the THESIS Leadership Project involving the Technical Development team of subject matter experts
- Lead communication of project plans, timelines, actions and requirements to internal team, and support TSC senior leadership in external engagement with stakeholders
- Support the creation clear project scope and objectives
- Develop and manage a detailed project schedule and work plan
- Assess project and deliverable feasibility
- Understand and effectively allocate available resources and abilities
- Understand available resources and capabilities and predict those needed to reach objectives and manage resources in an effective and efficient manner
- Plan and track the completion of deliverables for the team
- Perform risk management to minimize project risks
- Create and maintain comprehensive project documentation
- Provide project updates on a consistent basis to internal stakeholders about strategy, adjustments, and progress
- Educate staff on project management/participation best practices techniques, and standards

Qualifications

- 3-5 years experience managing projects through a complete life cycle
- Proven ability to complete projects within scope and on time
- Strong familiarity with project management software tools, methodologies, and best practices (TSC uses the Wrike platform)
- Excellent analytical skills

- Strong interpersonal skills and extremely resourceful
- Experience in a sustainability, non-profit, or academic environment preferred
- Formal qualification preferred (Project Management Professional, Certified Project Manager, degree program)

To Apply:

Send 1-2 max page quote to Mike Faupel at mike.faupel@sustainabilityconsortium.org that includes:

- Qualifications
- Examples of past work including resume if applicable
- Rate: May be hourly, weekly, monthly or project-based