

<b>Our Mission</b> We reduce, reuse and recycle to champion behaviour change Our place is a hub which connects people, things and ideas <b>Our Vision</b> Lead the way to zero waste	<b>Our Core Values</b> Be resourceful Keep our promises Look after each other and our place Have fun together
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<b>Position Title:</b>	General Manager aka Captain Zero
<b>Date:</b>	September 2020
<b>Reports To:</b>	Board of Directors - Chair - Sally Battson
<b>Position Type:</b>	Permanent employment - minimum 30 hours per week - to be discussed at interview
<b>Overall Objectives</b>	Be respected as the leader of Wastebusters, setting the tone and fostering the culture to reflect the mission and vision  Develop business cases for new opportunities, make recommendations to the Board and raise capital as needed  Manage Wastebusters so that the strategic and annual plan targets are met on time and within budget  Ensure Wastebusters complies with all regulatory requirements  Maintain and build excellent working relationships with contract partners, clients, industry players and community

## Company wide objectives

	Key tasks	Outcomes
<b>Mission, vision and values</b>	Knows and understands our mission, vision and values	Works with others to achieve mission and vision Words and actions a good fit with core values
<b>Health and safety</b>	Proactive approach to health and safety on and off site Understands, follows and adheres to key elements of Wastebusters H&S process	Works with the management team to keep people safe Oversees the effective integration of Wastebusters H&S processes into the workplace Raises any issues or concerns straight away Participates in H&S discussions
<b>Learning for sustainability</b>	Works on building communication skills and knowledge base to share Wastebusters key messages with people from all walks of life	Understands zero waste - theory and practice Makes an effort to learn about other teams activities and able to answer simple questions Passes on any questions unable to answer
<b>Teamwork</b>	Understands team goals and helps develop plans and projects that achieve them. Works well with others to make things happen	Contributes at team meetings Well regarded by team members Helps others achieve their goals

## Role specific objective

Area	Key Tasks
<b>Leadership</b>	<ul style="list-style-type: none"> <li>● Overall leader and decision maker</li> <li>● Allocate resources to achieve priorities based on mission, vision and values</li> <li>● Support and mentor the management team; communications, operations, projects, human resources &amp; finance</li> <li>● Uphold the Wastebusters culture and support staff to best use their strengths and forge rewarding employment paths</li> <li>● Advocate for zero waste and a circular economy</li> </ul>
<b>Business development</b>	<ul style="list-style-type: none"> <li>● Develop business cases for new opportunities, make recommendations to the Board and raise capital as needed</li> <li>● Develop existing sites and future self-sustaining sites</li> <li>● Support existing revenue streams; scaling up and down in response to demand, opportunities, risks and strategic plan</li> </ul>
<b>Delivery of strategic plan</b>	<ul style="list-style-type: none"> <li>● Drive progress towards the mission, vision and values, both within the Wastebusters team and in the community</li> <li>● Implement strategic plan, including timely reviews</li> <li>● Report progress toward strategic plan targets and completion of initiatives.</li> </ul>
<b>Financial and risk management</b>	<ul style="list-style-type: none"> <li>● Manage financial flows to meet strategic and annual plan targets on time and within budget</li> <li>● Identify and manage business risks, including global recycling markets</li> <li>● Ensure business meets all regulatory requirements</li> </ul>
<b>Contract management &amp; relationship building</b>	<ul style="list-style-type: none"> <li>● Maintain excellent relationships with contract partners, clients and the community,</li> <li>● Identify opportunities, develop and manage contracts including negotiation of new contracts and variations</li> <li>● Build productive relationships with key players and support relevant industry organisations</li> </ul>