

WE'RE HIRING!

Head of Local Zero Waste Implementation

Location: Belgium-based, hybrid between home and our Brussels office

Duration: A full-time, permanent contract under Belgian law

Start date: As soon as possible, from early October

ABOUT US

Zero Waste Europe ([ZWE](#)) is the European network of communities, local leaders, experts, and change agents working towards a better use of resources and the elimination of waste in our society. We advocate for sustainable systems; for the redesign of our relationship with resources; and for a global shift towards environmental justice, accelerating a just transition towards zero waste for the benefit of people and the planet.

The [ZWE network](#) now includes 41 members and alliances across 30 European countries and works with topics across the whole chain. From the strategic use of resources and product design to reusability to end-of-pipe waste management solutions, from the phase-out of plastics to [municipal zero waste strategies](#), our scope has significantly expanded, but our mission and vision remain the same – a zero waste, fairer, inclusive, circular Europe for all (and planet, too, while we're at it).

We are a successful and fast-growing independent NGO where personal development, fairness, and inclusiveness are high on the agenda. We are the proud founders of the [Mission Zero Academy](#) (MiZA), through which we offer Zero Waste certifications to cities, municipalities, and small businesses. We are also a founding member of various movements and coalitions that are hosted under our entity, such as [Break Free From Plastic Europe](#) (BFFP Europe), and are the European chapter of the [Global Alliance for Incinerator Alternatives](#) (GAIA).

OUR ZWE VALUES

- We are **purpose-driven**, always putting forward a solution-oriented approach.
- We are **game-changing** – we challenge the status quo, explore emerging topics and create a safe space to succeed (and to recover from setbacks).
- We are **adaptable**, constantly striving towards learning and improving; open to change and taking agency.
- We believe acting with **integrity** is crucial to achieving impact and change, both within and beyond our network.
- We **care** deeply about our communities, the environment, and systemic changes that benefit society as a whole – while also looking after ourselves and our own well-being as a team and as individuals.

ABOUT THE ROLE

ZWE is looking for a highly motivated and experienced Head of Local Zero Waste Implementation to lead our local implementation work across Europe. The purpose of the role is to ensure that cities and businesses, working with ZWE's members and partners, have the strategic support, tools, and resources needed to implement ambitious zero waste solutions and deliver impact.

This position oversees the coordination of multiple EU- and philanthropy-funded projects led by or involving ZWE, with a focus on specific waste streams, alongside close collaboration with our sister organisation, Mission Zero Academy (MiZA), and support for the growth of the two Certifications it hosts. The role includes responsibilities for strategy development, in close collaboration with our members, to ensure the technical assistance, capacity development and fundraising opportunities we create are aligned with the needs of local actors. The role also involves securing and mobilising sufficient resources to enable the work to be done locally, as well as supporting the current ZWE Implementation team (consisting of 3 full time staff) in their day-to-day tasks.

You will work closely with other senior staff, as part of the Coordination & Management Team, and will report to the Executive Director.

ABOUT YOU

You are a strategic and collaborative leader with a strong sense of purpose and impact. You have a good understanding of how waste management and circular economy practices are implemented at the municipal level, including a sound awareness of both the opportunities but also the challenges facing local authorities within today's current waste management system. You are able to use this knowledge to create engaging and helpful learning opportunities for local stakeholders.

You combine passion for the cause with strong project and budget management skills, bringing structure and support to our growing network and activities across Europe. You are able to communicate clearly and effectively to a broad range of stakeholders, conveying complex topics in accessible ways that are relatable for actors in different contexts.

You are able to build positive working relationships with a diverse range of actors, from city officials to waste operators, business leaders, funders and more. You thrive in collaborative and co-creative environments, where your efforts go towards supporting others to achieve direct impact on the ground and seeing connections grow into concrete collaboration.

You enjoy working across multiple teams and with diverse stakeholders, to strengthen the impact of Zero Waste Europe's work, recognising what role we play within a broader ecosystem. You are skilled at building alignment around multiple priorities, deadlines and different stakeholders. You are capable of, and enjoy, fostering a supportive team culture, helping to navigate complex environments with sound judgement and adaptability.

CORE RESPONSIBILITIES

Leadership & strategy development

- Lead the vision and strategy for ZWE's local implementation work on our four core topics - food waste, packaging waste, textile waste and the growth of our two Zero Waste Certifications
- Ensure ZWE's local implementation work shapes and supports delivery of the Strategic Framework 2025-2030, informing organisational priorities and implementation planning
- Maintain a close and productive relationship with MiZA colleagues, ensuring that our work across the 2 organisations supports our shared vision and delivers greater impact
- Develop and foster new opportunities to grow our impact, adapting our approach and positioning to the ever-changing political context on the ground for European municipalities
- Work in close collaboration with global partners, especially via GAIA and BFFP, to promote our work, align on relevant strategies, and create new opportunities for expanding our impact

Provision of technical assistance

- Lead the development of ZWE's capacity-building approach aimed for local partners, ensuring the team can deliver effective work which supports the implementation of ambitious zero waste strategies and solutions
- Oversee the development of ZWE and partner publications, ensuring they provide clarity and expertise to support the implementation of ambitious zero waste solutions on the ground
- When required, provide clear and concise technical guidance on how local actors can improve the performance of their zero waste measures

Project management & impact monitoring

- Provide strategic oversight of the Implementation's team work across multiple projects and topics, ensuring high quality delivery resulting in achieving our desired impact, including growing the number of cities & businesses implementing better zero waste strategies
- Ensure coherence and consistency across all the project outputs and activities implemented by the team, acting to reinforce and strengthen work across diverse topics
- Develop and oversee the Implementation team's impact monitoring framework, ensuring data and insights from local partner work are systematically captured and integrated into ZWE's wider organisational impact monitoring processes.

Fundraising & budget management

- Explore and secure funding opportunities to help assure the ZWE team, our members and partners, all continue to have sufficient resources to deliver their work and drive forward progress locally
- Oversee the effective management of the team's budget, as well as specific budgets for grants/projects
- Provide and oversee high-quality reporting processes for our funders, both within projects we lead on and are participants in. This includes combining clear budget reporting with strong narrative reporting.

Team management & support

- Line-manage the Implementation team (currently 2 Managers and 1 Officer), fostering collaboration, strategic thinking, innovation, and professional growth.
- Ensure the Implementation team has clear priorities, effective processes, and the tools and guidance needed to deliver high-quality work across ZWE's strategic objectives
- Promote and model a healthy and sustainable team culture by supporting manageable workloads and respecting work-life boundaries

This is a non-exclusive list, and more tasks may be required as the organisation evolves and the selected candidate grows in their role.

REQUIRED SKILLS AND COMPETENCIES

- Relevant master's degree or equivalent experience
- At least 8 years of experience of working on the practical implementation of circular economy / waste management strategies in Europe
- Previous experience in roles where you have supported cities and businesses to implement circular economy solutions is a strong asset
- An understanding of EU waste and circular economy related legislation, and how this applies to local authorities
- Experience in creating successful fundraising proposals, with a proven ability to communicate compellingly and build a consortium of partners towards a shared vision
- Experience of managing teams and individuals
- Strong budget and project management skills, ideally with experience in EU funded projects
- Strong interpersonal skills, able to bring people along with the strategy set forward
- Strategic mindset, able to set long-term goals while tackling short-term priorities
- Comfortable working autonomously, driving change and setting direction
- Ability to work with the general Google Suite, Slack, Zoho, and other similar collaboration tools
- Excellent written and spoken communication skills in English; knowledge of other European languages is considered a plus
- Interest in and passion for ZWE's work, areas of focus, and commitment to ZWE values
- Comfortable with working in a multicultural environment, with occasional schedule flexibility in the context of working with other GAIA chapters

Equal employment opportunity

We are committed to the principle of Equal Employment Opportunity for all employees, regardless of sex, gender, marital status, nationality, religion, age, sexual orientation and any other characteristics unrelated to the performance of the job.

We also realise that not all individuals have the same opportunities to engage in paid work or studies and are open to receiving applications from those who may not fulfill all the required skills but have the interest, passion, (cap)abilities and drive to fulfill the role. In this respect, we encourage people from a diverse intersection of backgrounds to apply.

Location, compensation and work environment

We offer a competitive remuneration package in line with Brussels NGO standards (€5021-5435 *range gross for a 100% FTE*) depending on experience and internal salary grid placement. *plus benefits, including:*

- Lunch vouchers (€10/day); 13th month (year-end bonus – if applicable);
- Double holiday pay (Belgian standard);
- Legal Holidays as per Belgian standards, plus 6 extra-legal holidays for a full year;
- Hospitalisation, ambulatory and Dental Insurance (DKV);
- Travel insurance; home working and other allowances (€200 net/month);
- Reimbursement of public transport costs for local commuting (max €56.00 net/month) upon show of receipts; full reimbursement of train transportation commuting costs within Belgium; bike allowance for commuting by bicycle;
- Flexible working hours/times and hybrid work format between home and our Brussels office;
- An exciting opportunity to work with a dynamic, friendly, expert team.

Candidates must have the right to work in Belgium – please note that ZWE is not able to provide working permit sponsorships. Candidates must live in Belgium or be willing to relocate by the start date.

Deadline to apply: applications will be reviewed on a rolling basis with a final deadline on Sunday 13 September 2026 at midnight (Brussels time).

Ideal starting date: As soon as possible, from early October

To apply:

Please send your CV and motivation letter in English with two references (all merged into a single PDF document) through the appropriate form on the ZWE website ("[Work With Us](#)" page). Only applications sent via this form will be considered. We can only guarantee that short-listed candidates will be contacted.

Our interview process will take place on a rolling basis and include:

- A 45-minute online screening interview, to take place either on Friday 18 September or between Monday 21 and Friday 25 September 2026.
- A 1h45 interview with our Head of Operations and Executive Director, to take place between Monday 28 September 2026 and Friday 2 October 2026 ideally, focusing on motivation, cases and team culture. A 90-minute assignment* will be requested in advance.
- An additional step in the selection process may include a short online meeting with members of the Implementation team, providing an opportunity to meet potential colleagues and gain further insight into the role and team collaboration.

**Please note that any assignments asked to be carried out cover previous materials/needs of ZZWE, and are purely asked to assess how candidates think about core tasks for this role. ZWE does NOT ask any candidates to provide ideas/work on upcoming projects/activities as part of this assignment.*

We see interviews as a two-way conversation and an opportunity for us to get to know each other. We encourage you to be open and honest, ask any questions you may have, and we will do the same.

We look forward to receiving your application!