

Program Manager

Location: Brasilia

ABOUT PURE EARTH

Pure Earth is a leading global environmental health nonprofit organization dedicated to saving and improving lives and protecting the planet by reducing disease-causing pollution and cleaning up toxic hot spots in low- and middle-income countries. Since its inception in 1999, Pure Earth and its field teams have completed more than 120 projects in 27 countries with pragmatic, cost-effective solutions. Pure Earth prioritizes actions that protect the developing brains and bodies of children and pregnant women living in toxic hot spots with a specific emphasis on lead and mercury exposure. Partnering with governments, communities, and industry leaders, Pure Earth aims to elevate pollution as a global priority, create sustainable change, and support a healthier future.

Pure Earth aims to become a leader driving awareness, interest and action on pollution and health issues by working with government and communities in the Brazil and across the region.

POSITION SUMMARY

Pure Earth will hire one Program Manager who will report to the Program Director of Pure Earth Brazil with additional functional reporting lines to the team at the Headquarters. The Program Manager will be responsible for activities to improve governments' ability to identify and assess lead exposure sources, identify priorities in addressing lead exposure, and design and implement source-specific lead exposure mitigation programs and non-legislative policies in support of government partners in a specific state of Brazil. The position will be based in Brasília with frequent travel to the state where the activities will be conducted. The states will be determined later; the position will start in September 2025.

The Program Manager supports the strategic direction and supervises successful implementation of Pure Earth's projects in a to be determined state of Brazil. To ensure that program objectives are met and all activities are responsive to the needs of the host country and donors. To collaborate with the Program Director Pure Earth Brazil and local partners to develop program work plans, provide oversight of budgets based on expected program outputs and results, and directly implement the program activities working with local and national government, partner organizations, and communities to conduct the situational analyses, develop action plans and support policies to identify pollution sources and effects; implement source identification and health studies; design response plans; and address pollution at its source.

The Program Manager also provides leadership and oversight of the staff and/or consultants under their direct responsibility including technical providers; providing team management and mentoring; donor, government and partner liaising; and oversight of programmatic activities and reporting.

The Program Manager reports to the Program Director Pure Earth Brazil and has working relationships with the HQ team including the Regional Program staff, Director of MEL, Senior Technical Director, and Communications and Finance staff to ensure successful management, implementation, and monitoring of programs, and representing Pure Earth and its work to local partners, communities, and donors.

POSITION RESPONSIBILITIES:

Program Management

- Support the strategic direction and execution of initiatives related to lead pollution assessment and mitigation.
- Develop and oversee work plans and timelines to meet project milestones, including budget oversight, resource allocation, partner engagement, and staff management
- Engage with government agencies to promote regulatory solutions and support the development of local and national policies focused on toxic metal management.
- Engage with Industry Experts in cosmetics, cookware, battery recycling, and other related industries about lead contamination, assessment, and prevention.
- Participate in supply chains analyses of potential toxic metal exposure, identifying regulatory gaps and improvement opportunities.
- Work with partners to review existing and develop new policies and regulations to address toxic pollution.
- Work with technical experts to implement source analysis studies, response plans, and exposure mitigation activities

Program Planning

- Work closely with the Program Director and partners to prepare and develop a high-quality country program and work plan appropriate for the local context, complementary to government & donor development plans and in line with the organization's overall vision and mission.
- Ensure that the organization continues to develop and strengthen programs based on analysis of the local country context.
- Work with the communication team to coordinate in-country marketing and promotion of the organization and program.
- Work closely with the technical partners and staff locally and at Headquarters to coordinate the implementation of project activities in the field.

Monitoring and Evaluation (M&E)

- Lead the implementation of M&E frameworks to monitor and respond to program effectiveness and progress, adjusting activities based on data analysis to improve project outcomes.
- Lead data collection efforts on lead exposure and sources, ensuring findings inform project implementation and stakeholder education.
- Promote a culture of learning and adaptation within the team through data-driven insights.
- Collaborate with teams for accurate and timely reporting to donors and stakeholders.

Stakeholder Engagement and Partner Relationship Management

- Cultivate and build strong relationships with stakeholders, including government agencies, and local/national/regional organizations.
- Engage with industry representatives, community organizations, and the public to align efforts and share insights on lead exposure assessment, pollution mitigation, monitoring, and prevention.
- Collaborate with academic institutions for knowledge-sharing, research, and evidence-based program design and implementation.
- Advocate for policy reforms and enhancements to regulatory frameworks concerning lead exposure monitoring, response, and prevention.
- Facilitate workshops to engage and educate communities and other stakeholders.

QUALIFICATIONS AND EXPERIENCE

- Bachelor's degree in Environmental Science, Public Health, or a related field; a master's degree is preferred.
- 5-10 years of experience in managing Environmental/Health programs, particularly in lead (Pb) pollution and poisoning management or handling.
- Strong understanding of regulatory issues related to environmental health and toxic substance management.
- Solid research skills, with experience in field work, data collection, analysis, and interpretation.
- Excellent interpersonal and communication skills, with experience in team building, management and capacity building.
- Capable of developing evidence-based solutions to complex environmental health challenges.
- Fluent in English; knowledge of local languages is advantageous.
- Only citizens or applicants with the right to work in country will be considered.

EQUAL OPPORTUNITY EMPLOYMENT:

It is our policy to provide equal opportunity for all qualified persons and not discriminate against any employee or applicant for employment because of race, color, religion, sex, gender or gender identity, age, national origin, veteran status, disability, sexual orientation or any other protected status.

PAY TRANSPARENCY:

This is a full-time position with a compensation range of \$19,000 - \$62,000 (L4).

This job description may be reviewed, revised and updated as required to meet organizational objectives.