



# Communications and Marketing Manager

April 17, 2026

The Product Stewardship Institute (PSI) seeks an ambitious, collaborative, organized, and well-rounded communications expert with a passion for waste reduction, reuse, and recycling policy and a talent for storytelling to join our dedicated team. This is an excellent opportunity to work in the rapidly growing field of extended producer responsibility (EPR) and to be part of a fast-paced organization that has been at the forefront of the U.S. EPR movement for 25 years.

- **Compensation:** \$75,000 to \$95,000 commensurate with experience and geographic location
- **Benefits:** health, dental, vision insurance; paid time off; 403b plan
- **Application Deadline:** Until filled
- **Start Date:** Immediate opening
- **Location:** Remote (Hybrid optional if in Boston area)

## About the Product Stewardship Institute (PSI)

PSI is a policy expert and consulting nonprofit working to ensure products are responsibly managed from design to end of life. In 2000, PSI pioneered product stewardship in the U.S. by convening diverse stakeholders in facilitated dialogue to develop EPR policies and programs. Drawing on global best practices and expansive multinational relationships, our facilitated dialogues, policy models, and expert testimony have helped enact 149 EPR laws in 33 states across 21 product categories including packaging. Our members are state and local governments in 48 states, and we partner with 120+ businesses, academic institutions, environmental nonprofits, and international and tribal governments. Learn more at [productstewardship.us](http://productstewardship.us).

## Communications and Marketing Manager Role

The communications and marketing manager reports to the chief of operations and collaborates with PSI leadership and the policy team to promote EPR solutions and PSI's work. They will work closely with PSI staff, government members, corporate, environmental, academic, and international partners, and legislators about EPR policies and programs through webinars, conferences, and policy initiatives. They will also support PSI's initiatives to grow memberships and partnerships and build relationships with foundations and other funders.

## Job Responsibilities

- Quickly develop an understanding of PSI's niche, mission, history, and work, and the policy concept of EPR and be able to articulate these clearly and concisely to diverse stakeholders.
- Develop and implement a communications plan to advance PSI's mission, policy goals, and fundraising objectives. Develop and implement a communications plan to advance PSI's mission, policy goals, and fundraising objectives.

- In collaboration with the policy team, create, design, and distribute PSI newsletters, blogs, social media, legislative updates, EPR training courses, educational materials, and project-specific communications and outreach campaigns, ensuring all messaging aligns with PSI’s brand.
- Write press releases, and field and coordinate media inquiries.
- Coordinate speaking engagements, including develop slide decks, talking points, and prep documents; and liaise with event organizers.
- Webinar production, including co-developing content with the policy team, securing and prepping speakers, promotion, hosting, and reporting key metrics.
- Market, promote, and coordinate PSI’s biennial national conference—the U.S. Product Stewardship Forum.
- Maintain and update PSI’s website and the websites of four product stewardship councils.
- Ensure that PSI partners receive marketing benefits.

### Qualifications

- Undergraduate or master’s degree or equivalent experience in communications, marketing, journalism, environmental studies, public policy, or a related field.
- 5+ years of experience in communications and marketing.
- Demonstrated passion for waste reduction, reuse, recycling, EPR, and circular economy.
- Exceptional communication and interpersonal skills, especially writing skills, and the ability to communicate across digital media platforms in a professional manner with a broad range of stakeholders from the public, private, and nonprofit sectors.
- Familiarity with Microsoft Office Suite; WordPress; Google Analytics; Constant Contact; HubSpot; Meta Business Suite, survey tools, common social media platforms; Zoom Webinar; Datawrapper; Canva; Clipchamp; Vimeo.
- Graphic aptitude and an eye for design, with proficiency in Canva or Adobe Suite preferred.
- Self-starter with a positive attitude who shares ideas and actively identifies solutions to problems rather than waiting for others to take a leadership role.
- Strong project management, time management, and organizational skills.
- Outgoing, take-charge personality and desire to drive initiatives forward proactively.
- Team player with internal and external stakeholders and a business development mindset.
- Cultural competence, commitment to environmental justice and equity, and experience working with diverse teams. Multilingual candidates are encouraged to apply.

**To Apply:** Send a cover letter, resume, one long writing sample, one short writing sample, and other work samples that showcase your talents to Amanda Nicholson at [amanda@productstewardship.us](mailto:amanda@productstewardship.us).

*PSI is an equal opportunity employer and provider.*