



## Strategic Advisor – Municipal Solid Waste (MSW) & Recycling

### POSITION SUMMARY AND ESSENTIAL FUNCTIONS

The Northwest Hills Council of Governments (NHCOCG) is the coordinating body for Chief Elected Officials of twenty-one (21) municipalities in the northwest corner of Connecticut. NHCOCG Provides support to its member municipalities across many disciplines of municipal planning, administration, and government.

With the closure of Materials Innovation and Recycling Authority (MIRA) the NHCOCG has taken a lead role in identifying and securing opportunities to secure long-term, sustainable options for the processing and disposal of MSW and Recycling material.

In 2025 the Northwest Resource Recovery Authority (NRRA) was established for the purpose of sustainably managing municipal solid waste and recyclable materials. Its mission includes, but is not limited to, owning and operating one or more waste management facilities and providing for the management and disposal of solid waste and recyclables from municipalities that choose to become members of the Authority.

NHCOCG's role has shifted to supporting the development and sustainable operations of the NRRA. As such, the NHCOCG secured \$350,000 Sustainable Materials Management Grant awarded by the Connecticut Department of Energy and Environmental Protection (CT DEEP) to NHCOCG. Grant funds will be used to secure consulting, legal, and design services to support the NRRA's organizational and operational development.

The NHCOCG is now seeking to retain a Strategic Advisor to support the NRRA in developing sustainable operations and fostering strategic relationships with municipalities, legislators, and state agencies. This position will also play a key role in project and administrative management of a the Sustainable Materials Management Grant.

### Essential Responsibilities

Since its creation, the NRRA has focused on the acquisition of the Torrington Transfer Station, formerly operated by the Materials Innovation and Recycling Authority (MIRA) and currently operated by the State of Connecticut Department of Administrative Services (DAS). The MSW Strategic Advisor will work closely with local legislators and state agencies to support a seamless transition of the Torrington Transfer Station and assist in the development of future operational plans and budgets.

Additional responsibilities include:

- Assisting the NRRRA Board in identifying and implementing regional opportunities to expand recycling, streamline diversion, and develop alternatives to the processing and disposal of municipal solid waste
- Identifying and cultivating strategic partnerships related to transfer station operations, recycling initiatives, and public education efforts, including partnerships with municipalities, other regional waste authorities (RWAs), private companies and organizations, haulers, and state agencies
- Supporting the development and implementation of a scope of work associated with the \$350,000 CT DEEP grant, including coordination with consultants, legal counsel, and design professionals
- Providing grant administration assistance in collaboration with NHCOCG staff and the NRRRA Board

### **Knowledge, Skills and Ability**

- Significant experience in municipal solid waste and recycling initiatives
- Experience operating a transfer station or similar facility
- Strong communication skills and demonstrated ability to build and sustain partnerships
- Grant management experience preferred

### **Position Details**

- **Location:** Based at NHCOCG offices in Litchfield, Connecticut, with required travel throughout the region and the state
- **Remote Work:** Work-from-home flexibility as appropriate
- **Hours:** Variable; expected to begin at approximately 15–20 hours per week, with the potential to increase to 35–40 hours per week on a regular basis
- **Employment Type:** Independent contractor (1099)
- **Reporting:** Reports to the NHCOCG Director of Economic and Community Development for day-to-day operations and to the NRRRA Board for substantive direction and consultation
- **Duration:** Temporary position through June 30, 2027. Following this period, the position may be eliminated or revised to report directly to the NRRRA Board
- **Compensation:** Hourly rate commensurate with experience; no benefits provided

To apply: Submit a cover letter and resume to Rista Malanca, the Director of Economic and Community Development by email: [rmalanca@nhcogct.gov](mailto:rmalanca@nhcogct.gov)

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