



Job Posting: Program Manager

Location: Vancouver, BC

Company: Light House

Position: Full-time, hybrid work from home (2 days/week) and office (3 days/week)

Summary:

Are you passionate about sustainability and eager to make a tangible impact on the future of urban design? Join Light House, a non-profit dedicated to advancing a regenerative and circular economy within the built environment. We are seeking a motivated and adaptable **Program Manager** with 1-3 years of experience to help drive innovative projects that reimagine how resources are used and reused in our communities.

As part of our collaborative and mission-driven team, you'll manage a diverse portfolio of projects, notably our accelerator [*Blueprint*](#) and other projects and programs focused on regenerative design and cutting-edge solutions for a circular economy. This is your chance to be at the forefront of transformative change in how we design and build for the future.

If you're ready to combine your program management expertise with your passion for sustainability, we invite you to apply and help us shape a more sustainable world.

Key Responsibilities:

- Manage a portfolio of projects, notably our accelerator, ensuring they are delivered on time, within budget, and to a high standard.
- Collaborate with interdisciplinary teams to develop and implement innovative strategies for circular economy solutions in the built environment.
- Coordinate project schedules, resources, and budgets while ensuring smooth communication between stakeholders.
- Co-develop recruitment strategies and oversee participant selection processes
- Assist with the preparation of proposals, reports, and presentations to clients, funders and partners.
- Facilitate regular project meetings, track milestones, and resolve any challenges that arise.



- Support research and data analysis efforts to inform project decisions and outcomes.
- Continuously monitor and report on KPI, industry trends and best practices to inform project execution and help Light House stay at the forefront of sustainability in the built environment.

Who You Are:

- You have 1-3 years of project management experience, preferably in sustainability, construction, architecture, or a related field.
- You are passionate about the circular economy and sustainability in the built environment.
- You have a proactive and flexible approach to problem-solving, with the ability to adapt to changing circumstances.
- You are experienced coordinating or guiding the work of others, such as team members, volunteers, or project contributors.
- Demonstrated ability to build and maintain relationships across diverse partner and stakeholder groups
- You are highly organized with the ability to manage multiple priorities and timelines, but adaptive and don't get frazzled when project elements change on the fly.
- You thrive in collaborative settings and are an effective communicator, both written and verbally.
- You're comfortable working in a fast-paced environment and juggling multiple priorities.
- Project management credentials are preferred but not essential.

Assets:

- Experience in accelerators, venture programs, or entrepreneurial spaces
- Familiarity with sustainability, clean technology, construction, or the built environment
- Experience working with non-profits or grant-funded programs
- Experience with CRM tools and data tracking systems (e.g., HubSpot)
- Bilingualism in English and French

Why Join Us?



- Be part of one of the leading organizations in Canada charting a regenerative and circular future.
- Manage cutting-edge, high-impact initiatives involving regenerative design, circular economics and the built environment.
- Be part of a small, close-knit team that values collaboration, innovation, and meaningful contributions, where your expertise drives impactful change in a supportive and dynamic environment.
- Opportunity for career growth and development in a rapidly expanding field.
- Flexibility working from home and office (3 days per week) and a healthy work-life balance.
- Supportive and progressive working culture
- Onsite gym and bike storage
- Professional development opportunities
- Competitive compensation and benefits package.

Salary range: \$70,000 - \$75,000

About Light House

Light House is a Canadian non-profit organization working to accelerate the transition to a more circular and regenerative built environment. We collaborate with industry, government, entrepreneurs, and communities to support practical solutions that reduce emissions, improve resilience, and transform how buildings are designed, built, operated, and renewed. For more information about our work, please see: <https://www.light-house.org/>.

Blueprint is Light House's national accelerator supporting Canadian companies developing cleantech, hardtech, proptech that offer low-carbon, circular products, resilient and regenerative building solutions. The program helps founders grow their businesses, connect with industry, become investment-ready, and move their solutions to market.

How to Apply:

If you're ready to be a part of a team that's pushing boundaries in sustainability and circular economy projects, we want to hear from you! **Please submit your resume and a**



cover letter in one PDF addressed to Gil Yaron with “Program Manager 2026” in the subject line to careers@light-house.org outlining your experience and why you’re passionate about working at Light House. We regret that only those selected for an interview will be contacted.

Light House is an equal opportunity and living wage employer. We encourage applications from all qualified individuals regardless of race, gender, sexual orientation, physical ability, or other personal characteristics.

We look forward to hearing how you can contribute to our team and mission!