

VP Project Manager

Job Description

Reports to the COO

Location: TBD

Company Summary

Established in 2004, Endeavour Silver Corp is a mining company, focused on discovering and mining silver, with projects and operations in four countries: Mexico, Chile, Perú, and the United States. Our purpose is to be a leading silver producer that creates value for our stakeholders by discovering, developing, and operating our mines in a sustainable way.

Job Purpose

The Vice President Project Manager will lead the strategic planning, execution, and delivery of large-scale mining and mineral processing projects. This executive role is responsible for overseeing all phases of project development—from early assessments through feasibility, engineering, construction, and commissioning—ensuring alignment with corporate objectives, stakeholder expectations, and regulatory standards.

Main Responsibilities

Project Strategy & Planning

- Define and implement comprehensive project strategies and action plans.
- Develop scopes of work for specialized consultants and contractors.
- Identify deviations from plans and lead corrective actions.
- Organize and guide all project phases including engineering, procurement, construction, contracts, pre-operations, and commissioning.
- Manage and provide direction to ensure project tasks and initiative remain focused to ensure timely decisions to maintain schedule.
- Lead regular progress reviews with internal teams and external partners.

Strategic Oversight

- Direct the development of Preliminary Economic Assessments (PEA), Pre-Feasibility Studies, and Definitive Feasibility Studies.
- Ensure feasibility work aligns with project goals and stakeholder expectations.

- Oversee strategic planning and scope definition for all feasibility-phase consultants.
- Ensure smooth transition as projects advances including Definitive Feasibility Study to Basic and Detail Engineering, procurement and into construction to meet corporate objectives.

Technical Coordination

- Supervise engineering inputs across geotechnical, mining, metallurgical, and process disciplines.
- Ensure technical documentation is accurate, integrated, and risk informed.

Team Leadership & Staffing

- Build and lead high-performing owner's teams and PMC (Project Management Consultant) services.
- Develop and manage project staffing plans and recruitment processes.
- Establish contracting strategies and oversee consultant onboarding.

Budgeting & Cost Control

- Define and manage project budgets, ensuring financial discipline.
- Monitor expenditures and ensure alignment with approved financial plans.

Engineering, Procurement & Construction Oversight

- Provide executive leadership across EPC functions.
- Ensure safe, efficient, and timely execution of all project phases.

Reporting & Documentation

- Ensure timely and factual reporting in line with company standards.
- Track project progress, identify risks, and implement mitigation strategies.

Stakeholder Engagement

- Maintain proactive communication with internal and external stakeholders.
- Oversee community relations activities in coordination with the company's COO.

Safety & Compliance

- Champion a culture of safety across all project activities.
- Ensure compliance with environmental, legal, and corporate standards.

Requirements

Experience

- Minimum 15 years in project management for mining and mineral processing facilities.

- Proven experience across all project stages: PEA, feasibility, engineering, construction, commissioning.
- Experience with both engineering-construction firms and mining companies as owner's representative.
- Strong foundation in engineering, construction, pre-operations, and commissioning.
- Experience in project controls (cost and schedule) is highly desirable.
- At least five (5) years in a senior leadership role overseeing multi-million-dollar capital projects.
- Experience with both greenfield and brownfield project development.
- Demonstrated success in managing cross-functional teams and external partnerships.
- Experience in project management of complete facilities such processing plants, underground mine development, and infrastructure.
- Must have a solid background in engineering, construction, pre-operation, and commissioning of mining facilities. Also experience in supporting areas such as Project Controls (Cost and Schedule) is high desired.

Education

- Bachelor's degree in engineering, Mining, Project Management, or a related field.
- PMP or equivalent project management certification is an asset.
- Master's degree or MBA is an asset.

Skills & Special Knowledge

- Deep knowledge of project management methodologies (e.g., PMBOK, Agile, Stage-Gate).
- Expertise in budgeting, scheduling software (e.g., Primavera, MS Project).
- Strong analytical and strategic thinking capabilities.
- Experience with managing ESG standards and sustainability practices in mining and dealing with local stakeholders during project execution.
- Proven ability to deliver projects on time, to schedule and budget to owner's parameters including a good understanding of project management frameworks and contracts.
- Demonstrated experience working as part of a multidisciplinary project team on complex projects with responsibility for outcomes.
- Develop and maintain project programs, change schedules, scoping documents, risk assessments, management plans, budgets, and issues registers.
- Client centric with the ability to continuously build and improve relationships.
- Ability to make decisions and solve problems as well as identify potential concerns well in advance to develop alternatives to mitigate.
- Confident communicator in client-facing environments and an ability to engage successfully across broad and complex stakeholder groups.

- Strong ability to influence and confidence in negotiation.

Languages

- Fluent in English and Spanish.

Physical Requirements

- Able to work on remote locations.
- Sitting and standing for extended periods.
- Walking across uneven terrain.
- Climbing stairs or ladders.
- Exposure to extreme weather conditions.
- Wearing personal protective equipment (PPE).
- Extended travel often required.