

Located an hour east of Toronto, the thriving Southeastern Ontario community of Northumberland County has a rich history of agricultural production, world-class manufacturing, and economic viability. As the upper tier of municipal government, we weave together seven diverse yet complementary municipalities.

Currently, we are looking to fill the following vacancy:

Environmental Officer

- Temporary, 24 month contract, full-time position

Reporting to the Director of Transportation, Waste, and Facilities, you will primarily be responsible for working on the development and implementation of the County's and member municipalities' climate change mitigation/greenhouse gas (GHG) emissions reductions plan. You will contribute to the development and implementation of municipal operational and institutional changes that will lead to operational savings and the reduction of greenhouse gas (GHG) emissions. You will also focus on the implementation of municipal climate change mitigation priorities identified in the climate mitigation/GHG emissions reduction plan. You may also be responsible for broader capacity-building and knowledge-sharing activities and deliverables, as required.

Qualifications & skills:

- You have a University Degree in Engineering or Environmental Studies or an equivalent combination of training and experience.
- Knowledge of the Green Energy Act (Reg 397/11), Ontario's Climate Change Strategy (2015), Ontario's Climate Change Action Plan (CCAP, 2016), the Climate Change Mitigation and Low-Carbon Economy Act (2016), mandated annual reporting requirements, and the Province of Ontario's mandated GHG reduction targets. Demonstrated knowledge and experience in the areas of GHG emissions reductions strategies and implementation, sustainable development, and asset management.
- Demonstrated understanding of climate change issues and sustainable development within the context of municipal government.
- Experience with GHG software and conducting GHG inventories is considered an asset.
- Ability to effectively communicate and explain climate change issues and GHG emissions reductions strategies to senior management staff, in written and presentation-style formats. Excellent writing and communications skills (e.g. ability to write succinct reports and prepare communication materials).
- Strong research and analytical skills (e.g. ability to conduct rigorous research, summarize findings, and present recommendations).
- Proficiency in Microsoft Office Suite (Word, Outlook, Excel) and relevant computer programs.
- Strong ability to multi-task, with attention to detail and ability to work well independently and as part of a team, as well as, demonstrated skills in leading consensus based decision making.
- Understanding of the program development process and how to implement new initiatives, including planning, costing, team building, implementation strategies, and building in feedback and evaluation techniques.

The successful candidate will be required to submit a satisfactory vulnerable sector check prior to the commencement of employment. We thank all applicants for their interest, however, only those selected for an interview will be notified.

A valid Class G driver's license with a clean abstract and access to a personal vehicle is required. A 3 year uncertified driver's record obtained from Service Ontario must be submitted with your resume. **Resumes submitted without an acceptable driver's abstract will not be reviewed.**

When emailing your application, please indicate what source you found this posting in and please ensure your cover letter, résumé, and any other supporting documents are submitted in one file (preferably MS Word (.doc or .docx) or Adobe (.pdf)). Please also indicate in your cover letter your preferred method of contact: text, email, or phone call.

We invite you to submit your application **by 4:30pm on Friday, January 25th, 2019** to:

Human Resources
County of Northumberland
555 Courthouse Road
Cobourg, ON K9A 5J6
Email: hr@northumberlandcounty.ca
Fax: 905-372-3046

Please note that accommodations are available, upon request, to support applicants with disabilities throughout the recruitment process. Please e-mail your request to accessibility@northumberlandcounty.ca or call 905-372-3329 ext. 2327. Alternative formats of this job posting are available upon request.

Personal information collected through the recruitment process will be used solely for the purpose of candidate selection, in accordance with the Municipal Freedom of Information and Protection of Privacy Act.