Job Posting – Environmental Specialist

CLOSING DATE: March 11, 2016

Organization: Right To Play International

Department/Division: Headquarters/ International Programs

Work location: Toronto, Canada

Authorized to Work in: Canada (i.e., Canadian citizen or permanent resident)

BACKGROUND:

Right To Play is a global organization, using the transformative power of play to educate and empower children facing adversity. Through playing sports and games, Right To Play helps over one million children learn through play to create better futures, while operating in more than 20 countries each week. Founded in 2000 by social entrepreneur and four-time Olympic gold medalist Johann Olav Koss, Right To Play is headquartered in Toronto, Canada and has national fundraising offices in Canada, Germany, the Netherlands, Norway, Switzerland, the United Kingdom, and the United States. Regional offices are in Africa, Asia, and the Middle East. Our programs are facilitated by more than 600 international staff and 14,400 local volunteer Coaches.

Visit us at www.righttoplay.com

JOB SUMMARY:

The Environmental Specialist reports directly to the Director, Global Program Development and will provide technical assistance to the program team on ensuring compliance with national, international and donor policies and regulations as it relates to the environment. The Environmental Specialist will develop an organizational strategy and policy and a systemic approach for effective implementation of the policy. In addition, the Specialist will guide the development and adaptation of sport and play based activities to support the development of environmental consciousness amongst children and youth. The ideal candidate will have strong technical knowledge and background in environmental assessments, compliance, environment education or education for sustainable development. The candidate will demonstrate strong communication skills and be able to provide strategic leadership to the local and global teams.

The Environmental Specialist will be based in Toronto with up to 15% of time travelling to Right To Play program countries.
PRIMARY RESPONSIBILITIES:

Job Responsibility #1: Environmental Compliance (40% of Time):

- Leads in the development and revision of key Right To Play policies, management systems and strategies as they relate to Environmental Sustainability.
- Provides necessary technical support to HQ, regional teams and country teams to ensure that their respective programs and operations are compliant with environmental norms and requirements.
- Develops or disseminates toolkits, training manuals and checklists to comply with environmental policies related to projects, particularly for program funded by Global Affairs Canada.
- Establishes compliance with environmental standards and processes by providing appropriate training and regular follow-up with country and regional teams.
- Integrates environmental considerations into the organizations monitoring framework.
- Liaises with Environmental Specialists within donor organizations, particularly Global Affairs Canada.

Job Responsibility #2: Environmental Assessments (35% of Time):

- Establishes reporting and assessment processes to ensure organization’s internal compliance and with donor environmental policies.
- Provides high quality technical input on environmental issues to projects.
- Assesses the potential negative environmental effects associated with the rehabilitation and/or construction of physical works.
- Advises and evaluates the need for environmental assessments in projects and programs in over 16 countries.
- Ensures the environmental assessments are in compliance with DFATD’s Environmental Handbook for Community Development Initiatives.
- Supports development of contracts for environmental assessments and audits.

Job Responsibility #3: Program Development and Capacity Building (20% of Time):

- Builds capacity of country teams to comply with donor regulations – such as Canadian Environmental Assessment Act, 2012 (CEAA, 2012).
- Reviews Right To Play resources to identify sport and play activities that align with messages of sustainable development.
- Collaborates with colleagues within the Global Program Development team to identify and adapt sport and play activities that are best suited to achieve curriculum outcome related to sustainable development.
- Collaborates with program team to identify intersection between Right To Play’s programs and education for sustainable development.
Job Responsibility #4: Perform other duties (5% of Time):

- Perform other duties as assigned.

EDUCATION/TRAINING/CERTIFICATION:

Required (must have):

- Master’s Degree or equivalent in Environmental Studies, Environmental Engineering, International Development Studies, or related discipline

Desired (an asset):

- Environmental certifications

EXPERIENCE:

Required (must have):

- 5 years of professional experience in the environmental field
- 3 years of experience in International Development
- Experience working with the Government of Canada, especially Global Affairs Canada (CIDA, DFATD)
- Experience working with environmental assessors and auditors
- Experience in training and capacity building of teams on environmental issues
- High level of proficiency in written and oral English

Desired (an asset):

- Other language skills, particularly French, Portuguese, Mandarin, and/or Arabic
- Experience in sport and play programming

KNOWLEDGE/SKILLS REQUIRED:

- Excellent knowledge of Global Affairs Canada’s Policy for Environmental Sustainability, the Canadian Environmental Assessment Act (CEAA) as well as Global Affairs Canada’s Environmental Integration Process (EIP) screening.
- Familiarity with environmental assessment/compliance tools of donors like the Environment Handbook for Community Development Initiatives.
- Knowledge and understanding of environmental compliance and Education for Sustainable Development within international development including issues, key players and stakeholders.
- Knowledge of international development program management (proposals and monitoring frameworks).
- Analytical writing skills to draft quality briefing notes, research notes and reports.
- Ability to develop and negotiate contracts.
Desired (an asset):
- Understanding of Sport For Development and Peace

COMPETENCIES / PERSONAL ATTRIBUTES:
- Strong organizational skills with attention to detail.
- Ability to work in a dynamic, evolving, energetic, fast-paced international work environment.
- Ability to work well under pressure, handling multiple demands that will be non-sequential.
- Strong interpersonal communication skills (verbal and written).
- Ability to work well in a team (cooperative, participatory, respectful).
- Able to exercise discretion and confidentiality.
- Good judgment, analytical, and decision-making skills.
- Flexibility and comfort with ambiguity; ability to initiate and deliver proactive, cost effective and creative solutions in unclear situations where multiple alternatives are possible.
- Energetic, creative, versatile, self-motivated, comfortable with deadlines.

SPECIAL CONDITIONS:
- Ability to travel internationally is required

Compensation: We offer a competitive salary and benefits package

Employment Start Date: Immediately

Contract Duration: Full time, contract position until June 2017 with a possibility of renewal

HOW TO APPLY:

If you are interested in applying for this position, please send your resume and cover letter to: hr1@righttoplay.com and kindly include “Environmental Specialist” and your name in the subject line. Please indicate your salary expectations in the cover letter.

While we thank all applicants for their interest, only those selected for interviews will be contacted. Right To Play is a child-centered organization. Our recruitment and selection procedures reflect our commitment to the safety and protection of children in our programs. The successful candidate will be required to provide a satisfactory police record check as a condition of employment.

All applicants are notified that, where needed, accommodation for disabilities will be provided on request. This includes accommodation for attending interviews and assessment tests.

To learn more about who we are and what we do, please visit our website at www.righttoplay.com.
Right To Play - Human Resources Philosophy

Right To Play is an international humanitarian organization that uses the power of sport and play to improve the lives of children in the disadvantaged areas of the world. We believe that all children have the right to play.

Right To Play’s human resources philosophy reflects the spirit that drives the organization. The philosophy influences the kind of people who are interested in working for us, the kind of people we recruit and how we treat our people.

Right To Play’s culture is entrepreneurial, where employees are encouraged and empowered to perform in the context of rapid international growth, and to aim for the highest quality and adopt global best practices in delivering our programs.

Our employees are global citizens who are passionate about improving the world we live in through value-based grassroots activities. We work on the ground with and through people in the communities we serve to improve the lives of their children. By having a constant presence in these communities and helping them develop the resources and skills they need to help themselves, we aim for sustainable, long-term development.

To translate our vision into action, our philosophy for delivering our programs is “LOOK AFTER YOURSELF, LOOK AFTER ONE ANOTHER”. Our employees are the backbone of this delivery, and the philosophy supports them by defining the desired outcomes of our human resources philosophy. This means that we pay competitive salaries, provide comprehensive benefits, encourage employee social events, provide development opportunities and a great work environment.

We measure the success of this philosophy by indicators such as employee satisfaction surveys and staff turnover rate, as well as the overall success of Right To Play.