



Office of the Auditor General of Ontario
Bureau de la vérificatrice générale de l'Ontario

Environmental Bill of Rights Specialist

(Salary commensurate with experience)

The **Office of the Auditor General of Ontario** (Office) is recruiting a highly motivated professional interested in making a difference for the benefit of the members of the Legislative Assembly and the people of Ontario. You will be part of a team of professionals in our environment portfolio, contributing to the Office's mandate of promoting accountability and value for money in government and broader public sector operations.

The Office reports annually on the operation of the *Environmental Bill of Rights, 1993*, including conducting reviews of any environmental matters our Office considers appropriate. This law gives all Ontarians the right to know about, and be involved in, environmentally significant decisions made by the Ontario government. The Environmental Bill of Rights Specialist will work primarily in the Commissioner of the Environment's portfolio on the Environment Team that assesses and reports annually on ministries' compliance with, and implementation of, the *Environmental Bill of Rights*.

As the Environmental Bill of Rights Specialist, you will:

- identify, develop and prioritize significant issues with respect to ministries' compliance with, and implementation of, the *Environmental Bill of Rights* (EBR);
- conduct research, interview ministry staff, experts and stakeholders, review documents, compile and analyze qualitative and quantitative information, and execute other work to gather supporting evidence; and
- draft clear, concise findings for assigned components of the audit of EBR operations, and other related assignments.

Qualifications:

- A Bachelor's degree in environmental studies/sciences or related fields (e.g., law, biology, planning), with preference given to individuals with a Master's or PhD in these fields, and those with work experience in environmental law, science or policy.
- Experience researching, analyzing and reporting on environmental matters.
- Ability and desire to work out of our office in Toronto (20 Dundas Street West).
- Ability and desire to travel within Ontario.
- Work experience in the public sector (e.g., an Ontario ministry or agency, conservation authority, municipality, Environment and Climate Change Canada, Fisheries and Oceans Canada, etc.) or the private sector (e.g., an environmental consulting firm) is an asset.

Required Skills:

Knowledge and Technical Skills:

- Knowledge or experience in environmental studies, sciences, policies and/or programs.
- General understanding of the Ontario government environment, legislative processes and government policies and procedures.
- Knowledge of qualitative and quantitative research techniques and principles, including data analysis, sampling techniques, surveys, questionnaires, and interviews.
- Familiarity with Ontario's *Environmental Bill of Rights, 1993*, and the tools available to Ontarians under this legislation.

Analytical, Judgement and Problem-solving Skills:

- Strong research and analytical skills to assess multi-dimensional problems and program/audit/process improvement issues.
- Proven judgement to independently identify audit issues, determine root causes, analyze impacts and make recommendations.
- Strong organizational skills to co-ordinate work with other team members in order to complete work within an agreed upon time frame.

Communication and Relationship-management Skills:

- Strong oral communication skills to communicate observations, recommendations and action plans with auditees.
- Excellent written communication skills to ensure reports are clear and concise and can be easily understood by the auditees and the public.
- Strong interpersonal skills to work co-operatively in a team environment.

Note: Prior to an offer of employment, the top applicant(s) will be required to undergo a screening by the Canadian Police Information Centre (CPIC).

Interested candidates, please **submit a covering letter and resume** (as one document), by email quoting competition number **2303** to:

Cindy MacDonald

Director, Human Resources and Office Services

Email: resumes7@auditor.on.ca

Address: 20 Dundas Street West, Suite 1530, Toronto, Ontario

We thank you for your interest. Only those selected for further screening or an interview will be contacted.

The Office of the Auditor General of Ontario is an inclusive employer. Accommodation is available under the Ontario Human Rights Code.