



# Indigenous.Link

Canada's fastest growing Indigenous career portal, Careers.Indigenous.Link is pleased to introduce Canadian Indigenous Job Seekers to a new approach to job searching. Careers.Indigenous.Link brings simplicity, value, and functionality to the world of Canadian online job boards.

Through our partnership with Indigenous.Link's Diversity Recruitment Program, we post jobs for Canada's largest corporations and government departments. With our vertical job search engine technology, Indigenous Job Seekers can search thousands of Indigenous-specific jobs in just about every industry, city, province and postal code.

Careers.Indigenous.Link offers the hottest job listings from some of the nation's top employers, and we will continue to add services and enhance functionality ensuring a more effective job search. For example, during a search, job seekers have the ability to roll over any job listing and read a brief description of the position to determine if the job is exactly what they're searching for. This practical feature allows job seekers to only research jobs relevant to their search. By including elements like this, Careers.Indigenous.Link can help reduce the time it takes to find and apply for the best, available jobs.

The team behind Indigenous.Link is dedicated to connecting Canadian Indigenous Peoples with great jobs along with the most time and cost-effective, career-advancing resources. It is our mission to develop and maintain a website where people can go to work!

Contact us to find out more about how to become a Site Sponsor.

Corporate Headquarters:  
Toll Free Phone: (866) 225-9067  
Toll Free Fax: (877) 825-7564  
17 – 2595 Main Street  
Winnipeg, MB R2V 4W3  
Subsidiary Offices:

Kenora • Midland • Ottawa • London • Sandy Lake • Winnipeg

# Job Board Posting



Careers.Indigenous.Link

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## Sustainable Development Advisor / Conseiller.Ãre En DÃ©veloppement Durable

<b>Job ID</b>	<b>9F-05-E5-59-C2-17</b>	
<b>Web Address</b>	<a href="https://careers.indigenous.link/viewjob?jobname=9F-05-E5-59-C2-17">https://careers.indigenous.link/viewjob?jobname=9F-05-E5-59-C2-17</a>	
<b>Company</b>	Bishop's University	
<b>Location</b>	Sherbrooke, Quebec	
<b>Date Posted</b>	From: 2021-05-03	To: 2021-10-30
<b>Job</b>	Type: Full-time	Category: Miscellaneous
<b>Job Salary</b>	Class 13: \$26.88 To \$35.06 Per Hour/ Classe 13: \$26.88 Ã \$35.06	
De Lâ€™Mheure		
<b>Languages</b>	Excellent Communication Skills Both In English And French/Excellente HabiletÃ© De Communication En FranÃ§ais Et En Anglais	

### Description

Posting 21-10 (Regular full time position)

The following statements are intended to describe the general nature and level of work performed.

They are not representing an exhaustive list of all responsibilities, duties and skills required.

Bishopâ€™s University is seeking a Sustainable Development Advisor for a regular full-time position in the Secretary General & Vice-Principal Government Relations and Planning department.

Reporting to the Manager of Procurement and Sustainable Development, the incumbent will support and advise the community on the implementation and championing of the sustainable development programs established by the University in order to bring awareness and best practices on the topic of sustainable development. This position has a work week of 35 hours from Monday to Friday with occasional evenings and weekends required.

Nature of Duties & Responsibilities:

-Update and monitor the implementation of Bishopâ€™s University Sustainable Development Policy;

-Implement and maintain the action plan for sustainable development, linked to the establishmentâ€™s strategic development plan and ensures follow-up;

-Design, develop, and implements strategies, programs, procedures and sustainable development projects with BU stakeholders, particularly with regard to the management of residual materials; energy efficiency; sustainable transportation; responsible sourcing; GHG reduction; sustainable building;

-Designs and oversees the sustainable development reporting process and implements monitoring mechanisms focused on continuous improvement;

-Monitors sector studies to maintain best practices for sustainable development;

-Acts as a promoter of sustainable development within the institution and develops a strategy for promoting and communicating sustainable practices in collaboration with the parties concerned;

-Plans and organizes awareness, information and training activities related to sustainable development

-Other tasks as assigned.

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AFFICHAGE 21-10 (Poste regulier Ã temps plein)

Les ÃnoncÃs suivants sont destinÃs Ã dÃcrire la nature et le niveau de travail gÃnÃral. Ils ne reprÃsentent pas une liste exhaustive de toutes les responsabilitÃs, tÃches et aptitudes requises.

Lâ€™UniversitÃ Bishopâ€™s recherche un Conseiller.Ãre en dÃveloppement durable pour un poste rÃgulier Ã temps plein dans le dÃpartement du SecrÃtaire GÃnÃral & Vice-Principal aux Relations Gouvernementales et Ã la Planification.

Se rapportant au Gestionnaire de lâ€™approvisionnement et du dÃveloppement durable, le titulaire du poste soutiendra et conseillera la communautÃ sur lâ€™implantation des programmes de dÃveloppement durable Ãtablis par lâ€™UniversitÃ. Le titulaire deviendra lâ€™agent du changement nÃcessaire Ã la sensibilisation et Ã lâ€™adoption des meilleures pratiques sur le sujet du dÃveloppement durable. La semaine de travail est de 35 heures, du lundi au vendredi avec des soirÃes et fins de semaine occasionnelles.

Nature des tÃches:

-Mettre Ã jour et surveiller lâ€™implantation de la Politique de dÃveloppement durable de lâ€™UniversitÃ Bishopâ€™s;

-Planifier et mettre Ã jour le plan dâ€™action en dÃveloppement durable en lien avec le plan stratÃgique de lâ€™universitÃ et en assurer le suivi;

-Concevoir, dÃvelopper et implanter des stratÃgies, des programmes, des procÃdures et des projets en dÃveloppement durable en partenariat avec les parties prenantes de lâ€™universitÃ, particuliÃrement en ce qui concerne la gestion des matiÃres rÃsiduelles, lâ€™efficacitÃ ÃnergÃtique, la mobilitÃ durable, lâ€™approvisionnement responsable, la rÃduction des gaz Ã effet de serre et la bÃtiment durable;

-Concevoir et alimenter le processus de reddition de comptes et mettre en place des processus de surveillance axÃs sur lâ€™amÃlioration continue;

Effectuer une veille des meilleures pratiques en dÃveloppement durable;

-Agir comme agent de changement afin de promouvoir le dÃveloppement durable Ã lâ€™intÃrieur de lâ€™universitÃ et dÃvelopper des stratÃgies de communication des pratiques durables en collaboration avec les parties concernÃes;

-Planifier et organiser des activitÃs de sensibilisation, dâ€™information et de formation en lien avec le dÃveloppement durable;

-Effectuer toutes autres tÃches connexes au besoin.

### **Experience**

Minimum three years of relevant experience in sustainable development

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Minimum 3 ans dâ€™expÃrience pertinente en dÃveloppement durable

### **Education Requirements**

Bachelorâ€™s degree in the field of sustainable development

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BaccalaurÃat dans le domaine du dÃveloppement durable

## Essential Skills

-Very good knowledge of environmental issues associated with the management of a University Setting (management of physical resources, residual materials, hazardous materials, pedagogical and educational aspects).

-Project management skills

-Facilitation skills

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-Excellente connaissance des problématiques environnementales liées à la gestion d'un établissement universitaire (gestion des ressources physiques, matières résiduelles, matières dangereuses, aspects académiques)

-Habilités démontrées en gestion de projet

## Other

Bishop's University implements an equal access employment / program under the Act respecting equal access to employment in public bodies and welcomes applicants who are committed to upholding the values of equity, diversity, and inclusion and who will assist us expand our capacity for diversity and inclusion. We encourage applications from members of groups that have been historically disadvantaged and marginalized, including Indigenous peoples, visible and ethnic minorities, persons with disabilities, women and LGBTQ2+

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L'Université Bishop's applique un programme d'accès à l'emploi / égalité en emploi issu de la Loi sur l'accès à l'emploi des organismes publics et accueille les candidats qui s'engagent à respecter les valeurs d'équité, de diversité et d'inclusion et qui nous aideront à accroître notre capacité en matière de diversité et d'inclusion. Nous encourageons les candidatures de membres de groupes historiquement défavorisés et marginalisés, notamment les peuples autochtones, les membres des minorités visibles et ethniques, les personnes handicapées, les femmes et les personnes LGBTQ2+.

## How to Apply

If interested, please submit your curriculum vitae and cover letter, including what position you are applying for by May 30, 2021 before 4:00 pm to [careers@ubishops.ca](mailto:careers@ubishops.ca)

Per the Collective Agreement, priority will be given to qualified internal applicants. Please note that only candidates selected for an interview will be contacted and testing may be required; thank you for your interest. We provide support in the recruitment processes to applicants with disabilities, including accommodation that takes into account an applicant's accessibility needs. If you require accommodation in order to participate as a candidate in the recruitment process, please contact [careers@bishops.ca](mailto:careers@bishops.ca)

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S.V.P. faire parvenir votre curriculum vitae ainsi qu'une lettre de présentation, en indiquant pour quel poste vous appliquez ici le 30 mai 2021, 16 :00 à [careers@ubishops.ca](mailto:careers@ubishops.ca)  
Tel que prévu à la Convention Collective, priorité sera accordée à un candidat interne qualifié. Veuillez noter que seules les personnes retenues pour une entrevue seront contactées, et que des tests de sélection peuvent être administrés ; merci pour l'intérêt manifesté. Dans le processus de recrutement, nous fournissons un soutien aux personnes handicapées afin de répondre aux besoins en prévenant et en éliminant les obstacles à l'accessibilité. Si

vous n'avez pas besoin de mesures d'adaptation pour participer en tant que candidat dans le processus de recrutement, veuillez contacter [careers@bishops.ca](mailto:careers@bishops.ca)