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**Posted: October 25, 2022**

Birchcliff Energy Ltd. is a Calgary, Alberta based intermediate size energy company founded in 2004 that explores for, develops and produces natural gas, light oil and natural gas liquids. All of Birchcliff's operations are concentrated in the Peace River Arch area of NW Alberta focused in the world class Montney/Doig Natural Gas Play. Birchcliff is focused on continuous performance improvement in all aspects of its business, and believes in attracting the brightest minds for collaboration and an inclusive environment, we believe this makes Birchcliff a dynamic and rewarding place to work.

**Job Description**

Reporting to the Supervisor of Corporate Responsibility, the successful candidate will help support Birchcliff's Environment, Regulatory and Sustainability Initiatives. The successful candidate will be an intermediate environmental and regulatory professional with direct oil and gas experience in the Canadian sector. The successful candidate will be responsible for supporting Birchcliff's greenhouse gas management program, spill response, field audits and training, regulatory reporting and ensuring effective compliance with Birchcliff's Environmental Management Program. The successful candidate will also support Birchcliff's annual sustainability report and voluntary ESG reporting.

**Key Attributes:**

- Team player
- Analytical, data-driven, and detail-oriented
- Commitment to achieving high quality results
- Strong collaboration skills with well-developed interpersonal skills
- Strong oral and written communication skills
- Ability to adapt knowledge to stakeholder needs and context
- Proactive and action-oriented

**Key Responsibilities:**

- **Environmental updates to the corporation**
  - Participate in periodic field meetings and safety meetings as the environmental/regulatory representative
  - Present environmental updates to corporate and field teams
  - Participate in the development and delivery of annual reports
- **General**
  - Support the development of ESG metrics and data collection
  - Support and develop materials for ESG report and preparation of ESG report
  - Interface with the business on ESG metrics and performance tracking
  - Participate in ESG and GHG committees
  - Participate in the development and delivery of regulatory filings and follow-up actions
- **Air**
  - Assist with fugitive emission and methane monitoring programs including scheduling surveys, analyzing results, communicating trends and supporting operations in execution and documentation of LDAR programs
  - Support FEMP program approval, execution and associated reporting
  - Support air emissions compliance reporting and inventory compilation

- Review and implement emerging and new regulations and impact to BIR Operations
- Support the identification and application for external funding opportunities for emission reduction and offset projects and subsequent follow-up reporting requirements
- Review proposals and technical reports
- General project management including scoping, accruals, budgeting, cost estimating and invoice review
- **Field Support**
  - Auditing - Assist with Environmental Audits, Regulatory Audits, Compliance Audits, Waste Audits
  - Releases – Assist field teams with determination of reportable/non-reportable, investigate spill causes/closures, supervise clean-up of release actions, support EOC activities
  - Support the Corporate Responsibility Supervisor on environmental matters pertaining to industry committees and regulatory bodies
  - Support the Supervisor of Corporate Responsibility in developing the necessary training, formal and informal, and assist in providing environmental direction, support and awareness to field staff
  - ⊖ Support in the development and delivery of the Environmental Management Program, ensure adherence to environmental management program as well as revise and update corporate environmental standards as required-
  - Support the preparation of environmental applications and approvals, and provide strategic regulatory advice
  - Integrate with operations, engineering, regulatory, land, stakeholder and Indigenous engagement to ensure environmental and regulatory requirements are completed on time and budget.

**Additional Responsibilities:**

- Collaborate with environmental and regulatory team and ensure all compliance related deadlines are met
- Coordinate adequate environmental and regulatory training for all field personnel
- Provide direction, mentorship, and support to junior staff in areas of your expertise
- Support the preparation of proposals and scoping of ESG related projects
- Work collaboratively with an integrated, multidisciplinary team, liaising with and supporting industry peers.

**Education, Skills and Abilities:**

- Minimum five years industry experience in environmental, regulatory compliance, sustainability or ESG performance
- Experience with greenhouse gas reporting, both regulatory reporting and voluntary reporting preferable
- Experience working in a field environment pertaining to environment and regulatory is an asset
- A university degree in a relevant discipline
- Strong facilitation and engagement experience/knowledge considered an asset
- Strong quantitative and computer skills with Microsoft Office software
- Flexibility in scheduling is required for approximately 25% field-based work
- Be a results-oriented individual with the ability to interpret and effectively manage multiple and competing priorities and timelines
- Strong business acumen and a wide professional network
- Ability to work in a fast-paced professional environment

- Strong familiarity with AER, AEP and federal environmental regulations and reporting is a must.

This is a Calgary based position, Monday to Friday.

### **Application Process**

Interested applicants are invited to submit their resume to [careers@birchcliffenergy.com](mailto:careers@birchcliffenergy.com) with the term “**ENVIRONMENTAL AND REGULATORY ADVISOR**” and the applicant’s name in the subject line of the email.

Birchcliff Energy Ltd. ([www.birchcliffenergy.com](http://www.birchcliffenergy.com)) offers competitive compensation and a comprehensive benefits package to its employees. The successful applicant will be a highly motivated, flexible, enthusiastic and well-organized individual who enjoys being part of a fast-paced team.

We thank you in advance for your submission, however only those selected for an interview will be contacted.