

Position Description

Position: Consultant (Technical)
Term of Position: Full-Time
Closing Date: June 8, 2018
Location: Calgary
Contact: careers@delphi.ca



IMPACT STATEMENT:

Join **The Delphi Group** and make a difference.

Delphi is looking for a creative, people-oriented full-time consultant with excellent technical / analytical skills to join its thriving Calgary office. You'll be part of a team that includes some of Canada's leading experts in corporate sustainability, climate change, cleantech and innovation, and green economy.

Our clients include some of the largest companies, organizations, and governments in Canada. This is an opportunity to help them become more environmentally and socially responsible while building a better, more competitive business model. You will play a role in accelerating the transition to a clean economy by: quantifying environmental impacts and mitigation measures; designing and building models and tools that enhance decision-making; and creating practical strategies and implementation plans that help our clients succeed.

We are an organization that lives and breathes our vision: to create a sustainable and socially just future in a generation. If you want to have fun while changing the world for the better – and work for an organization that will support your professional growth and challenge you intellectually - **The Delphi Group** is the company for you.

The Delphi Group is a certified BCorp (www.bcorporation.net) and is an equal opportunity employer. More details on Delphi's corporate citizenship can be found at www.delphi.ca/about-us/our-corporate-citizenship/.

POSITION SUMMARY:

A Consultant at Delphi is responsible for providing project management, client relations, technical research and analytical support, plus other related duties. The role requires excellent client and project support skills, including clear communications, analytical and strategic competencies, and an appetite for taking initiative. Consultants work closely with multi-disciplinary staff in other Delphi offices across Canada in a highly collaborative and positive environment.

Consultants are expected to participate in the company's corporate social responsibility activities and undertake administrative tasks as requested.

RESPONSIBILITIES:

Research & Projects

- Lead small & medium size research and technical projects with minimal supervision from senior staff
- Assist with the preparation of project timelines, budgets and reports on project progress
- Develop initial analysis of research findings for draft reports and deliverables to clients
- In coordination with senior staff, undertake communication with clients
- Undertake general project work including research, analysis of research findings, writing reports, preparation of tables and graphs, undertaking interviews, etc.

Specific Greenhouse Gas Emission (GHG) / Technical Responsibilities

- Act as a primary resource for modeling material and energy balances for a wide range of systems, processes, industries, and technologies
- Serve as a specialist in the calculation of GHG emissions and emission reductions, and other environmental metrics
- Perform chemical process calculations to determine emission factors or model facility and technology performance
- Perform project and program assessments and feasibility studies to estimate or report on actual GHG reductions and environmental co-benefits associated with specific initiatives/projects
- Consider the implications of GHG policy and legislation when preparing GHG analyses for projects and organizations, and other environmental policy where applicable (air, water, land, waste, etc.)
- Assist in developing GHG reduction strategies and valuation models for clients
- Act as a general resource for technical and technological aspects of GHG reduction projects and activities

Proposals

- Development of proposals to secure new work, including taking the lead on overall coordination and writing various sections

Marketing and Sales

- Take a proactive approach to promoting Delphi's accomplishments and projects through individual marketing and sales efforts, including leveraging existing contacts and clients, and participation and presentations at related conferences and events
- Work to / further develop a network of peers to support Delphi business development and marketing efforts

QUALIFICATIONS:

- A university degree in engineering, science, or another area but with equivalent experience, including demonstrated ability to approach problems systematically and general comfort level with analyzing and assessing relevant processes and technologies

- Knowledge of and experience with corporate GHG and sustainability reporting practices, strategy development and relevant standards / programs such as ISO 14064, WRI GHG Protocol, CDP, GRI, TCFD, etc.
- Familiarity with Canadian, US and/or international climate change policy, regulations, and programs
- Ability to prioritize, multitask and organize work efficiently, to meet budget and timeline constraints
- Excellent written and verbal communications skills
- Advanced analytical and problem-solving skills
- Knack for designing visually attractive and effective presentations, documents, and other deliverables
- Experience leading a project team
- Experience with client relations
- Demonstrated use of creativity, initiative and self-direction
- Adept at the use of MS Excel and other MS Office products
- 3-5 years of professional employment experience, ideally within a consulting environment (more experienced candidates are also encouraged to apply)

VALUABLE ASSETS:

The successful candidate need not possess any or all of the following, but should highlight them if they do:

- Oil & gas industry experience
- Niche experience in one or more other major Canadian industrial or economic sectors
- Experience using visual basic for applications (VBA) to build automation and tools within MS Excel
- Experience with other programming languages, including for development of web-based applications
- Knowledge of and experience with data monitoring and quality management systems (e.g., metering, data acquisition systems, databases / software that pull and store this data, and associated QA/QC procedures), ideally in an industrial or similar context
- Experience with basic economic analytical techniques such as net present value, internal rate of return, etc.
- Familiarity with GHG, financial, or related auditing principles and methodologies, including relevant international standards for GHG validation and verification such as ISO 14064-3 / ISO 14065
- Facilitation Experience
- Experience using and designing databases
- Experience with layout/graphic design or UI/UX
- Experience with data visualization software and tools such as Tableau and Power BI