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# Example of Environmental Advisor Job Description

Our company is growing rapidly and is looking for an environmental advisor. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for environmental advisor

* Ensure on site compliance with environmental legislation and coach teams in applying controls and mitigations
* Write up articles, case studies and other materials emerging from the BIOFIN process, summarizing key experiences and lessons from core countries, including delivering content for at least one case study and website article per quarter
* Develop four specific knowledge management products per year based on in-country learning
* Deliver high quality inputs for bi-annual donor reports on progress and impact in BIOFIN countries within given deadlines, and provide other inputs as required for briefing notes, case studies, knowledge management products, press releases and other media products develop by the global BIOFIN Team
* Monitor and provide environmental and sustainability specialist input at a site level
* Provide onsite support ensuring compliance with environmental legislative requirements and the requirements of the BMB Management System
* Assist site team to understand environmental issues and promote best practice
* Provide general environmental and sustainability support and advice to the site team during site set up, construction and demobilisation
* Undertake regular reviews of the performance of the site team (including subcontractors/supply chain) with regard to meeting environmental requirements (legislative and contractual) through site inspections and audits
* Strong knowledge of construction projects

## Qualifications for environmental advisor

* Provide training for and stewardship of environmental programs
* Participate in and conduct SSHE compliance assessments
* Perform environmental reviews and coordinate interactions with project teams
* Develop compliance documents to communicate environmental content to organization
* Produce regulatory reports as required
* Participate in regulatory advocacy efforts, networks, HQ workshops, and surveys