

April 9, 2024

Director, Environmental & Regulatory Affairs

Position

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Location

Whitehorse or Vancouver with travel as required to the Casino Project and other locations.

Summary

Reporting to the VP, Environmental & Community Affairs, the Director, Environmental & Regulatory Affairs is responsible for leading all activities related to environmental programs, regulatory applications, and compliance.

Responsibilities

ESE Team Management:

Managing a complex environmental assessment team including external specialists and scientists responsible for conducting scopes of work in preparation for the submission of an Environmental and Socio-economic Statement to the Yukon Environmental and Socio-economic Assessment Board.

- Drive on the delivery of the ESE Statement on time and on budget.
- Review all ESE Team scopes of work to ensure compliance with ESE Statement Guidelines.
- Work with ESE Team to properly schedule all work and ensure that overlapping work is assigned to the correct party and no gaps exist in scopes of work.
- Weekly/bi-weekly meetings with the ESE Team to provide updates and answer questions.
- Work with ESE Statement Leads (currently Stantec) to provide oversight to their tools used to track progress and compliance.
- Schedule, lead, and/or participate in technical working sessions with ESE Team to resolve technical issues and develop key components of the Project.
- Leading the critical path schedule for all work, including regular check-ins with all members of the ESE Team to track progress.

Budget Management:

- Leading the environmental budgeting, cost management, and site and corporate reporting activities.
- Request scopes of work from all members of the ESE Team, review them, and provide feedback to ensure that work is compliant with CMC requirements.
- Weekly review of all ESE Team budgets in a master Environment Budget, including overall budget, monthly accruals, current spend, estimate to completion, and estimate at completion.
- Create, review, and/or issue all scope changes or contracts required for members of the ESE Team.

- Receive, review, and approve all ESE Team invoices, and send to Accounting for payment.
- Follow-up with Accounting to ensure payment.
- Ensure proper filing of all invoices, contracts, and budget documents.
- Deliver internal budget summary presentations for monthly review by senior management.
- Develop budgets and explanatory notes for presentation to the Board of Directors on a quarterly basis, or more frequently as required.

ESE Statement Management:

- Leading the development and review of environmental assessment documents in collaboration with an internal Project Team and external technical experts.
- Reviewing technical reports generated by environmental consultants to ensure alignment with corporate goals.
- Leading the preparation and review of the environmental assessment process and documentation on behalf of CMC.
 - Working the ESE Team to scope out ESE Statement documents, including baseline reports and effects assessments.
 - Working with the ESE Statement Leads to coordinate the review of all documents and deliverables associated with the ESE Statement.
- Senior review of all technical reports developed by the ESE Team for compliance with CMC requirements, ESE Guidelines, and technical best practices.
- Ensuring QAQC of final external deliverables.
- Managing the environmental assessment project, including leading meetings and/or presentations with regulators, scheduling, budget development and tracking, and providing regulatory guidance and advice.
 - Leading recurring meetings with YESAB, MPY, NPMO, and other regulators as required.

Permitting & Compliance:

- Supervising for the preparation of permit applications and track approvals, or amendments as required.
 - Oversight and/or senior review of all permit applications prepared by Environmental Coordinator or members of the consulting team.
 - Ensure adherence to all CMC permitting requirements and commitments.
 - Liaise with regulatory agencies as required to update permits or obtain new approvals.
 - Complete compliance audits against permit/licence requirements and social obligations, were required.

Camp and Field Oversight:

- Owning accountability for the environmental program.
- Approve all field work plans, provide comments, and ensure alignment with overall Environmental budget.
- Support the Environmental Manager in managing logistics for all field programs, including coordination of required training and orientations, travel planning, and vendor negotiations.
- Review all health & safety incidents and support the development of corrective actions.

Other Responsibilities:

- Supporting the Vice President, Environmental and Community Affairs as required.
- Managing an internal team of Environmental Coordinators, and/or contract staff.
- Support the External Relations team with consultation and engagement initiatives as required, including the coordination and formulation of responses to First Nations.
- Support the External Relations team with meetings with government, regulators, and other interested stakeholders.
- Management of the Environmental Manager and other contract staff, including development of objectives, performance tracking, staff development, scheduling, and day-to-day oversight.
- Supporting the implementation of ESG metric tracking, as required.
- Implementing or supervising the implementation of the Environmental Management System (EMS) and its component EMPs and related SOPs, and other environmental requirements, as directed.
- Performing other duties associated with this position as may be required.

Education & Experience

- Bachelor's degree in environmental science, Engineering, or related field.
- Minimum 12 years related experience, including extensive environmental/regulatory affairs experience with mining operations or resource projects, preferably in Yukon.
- Experience working with regulators related to new mining projects.
- Working knowledge of the applicable territorial and federal environmental regulations.
- Familiar with current regulatory, environmental assessment, and permitting practices.

Required Skills

- Performing work outdoors in all types of weather, and in an office as required.
- Ability to work in a fast-paced, dynamic environment managing multiple priorities under tight deadlines.
- Demonstrated high level of interpersonal skills including the ability to develop trust, negotiate, and manage a variety of external and internal stakeholders across all levels and from varying backgrounds.
- Demonstrated high standard of integrity, ethics, judgement and confidentiality.
- Excellent oral and written communication skills, including the ability to present ideas clearly.
- Ability to take initiative and work independently as well as across different levels of the organization.
- Strong attention to detail and exceptional organizational skills.
- Ability to identify key technical and business issues and develop innovative solutions.
- High degree of business acumen and ability to think strategically.
- Strong leadership skills and ability to build relationship.
- Proficient computer skills, with advanced knowledge of Microsoft Office applications (Power Point, Word, Excel) and ability to learn new software.



Building Our Future Together

To apply, please send your cover letter and resume to sshaw@casinomining.com address. Please include 'Director of Environmental and Regulatory Affairs' in the subject line of your email response.

While we thank all applicants for their interest, only those selected for an interview will be contacted.

Casino is an equal opportunity employer.