



Join our team Join our community

Located on a beautiful green space in the heart of the St-Laurent borough—

Vanier College is an English-language public college with approximately 1000 full and part-time employees, more than 6000 daytime students and a thriving Continuing Education division that provides services to adult learners, international students as well as to community and corporate clients.

In addition to English and French Quebecers, our inclusive multi-cultural environment is host to faculty, staff and students with roots in over 90 different nations from across the globe.

Our institution is committed to ensuring representation in its community. Vanier College welcomes applications from members of visible minorities, ethnic minorities, women, Indigenous peoples, persons with disabilities, persons of minority sexual orientations and gender identities, and others with the skills and knowledge to productively engage with diverse communities. The institution maintains its commitment to excellence in Education and recognizes that increasing the diversity of its staff supports this objective.

We're Hiring – Sustainability Advisor!

What we offer

Vanier is an accredited Green College, and employees enjoy numerous benefits including but not limited to:

- ✓ Competitive vacation
- ✓ Easy access to public transit & highways
- ✓ Pension plan
- ✓ Group insurance
- ✓ Employee Assistance Program
- ✓ Professional development
- ✓ Work-life balance
- ✓ Summer hours
- ✓ Telework
- ✓ Wellness and fitness activities!

Send us your CV!



**Reference number:**

P-23-24-3230

Job category:

Physical Plant and Facilities /
Building Services

Department/Services:

Physical Plant and Facilities

Immediate Supervisor:

Stewart Wiseman

Position status:

Regular, Full-Time

Contract length:

Permanent

Work location:

Cégep Vanier

Work schedule:

Mon – Fri, 8:30 a.m. – 4:30 p.m.
(35 hours/week)

External posting start date:

November 27, 2023

External posting end**date&time:**

December 8, 2023 at 5:00 p.m.

Salary scale:

\$47,886 - \$79,426

Expected start date:

January 2, 2024

Job title

Sustainability Advisor

Description

Reporting to the Health, Safety and Sustainability Manager, the Sustainability Advisor develops and administers the tools to improve sustainability processes, seeks and develops innovative solutions for reducing Vanier's carbon footprint, and promotes sustainability initiatives on campus.

Responsibilities:

- Identifies, develops and implements reduction and offsetting solutions that will help the College achieve its strategic objectives related to carbon neutrality for scopes 1 and 2 emissions;
- Conducts an annual carbon audit (by collecting, inputting, and analyzing emissions data);
- Identifies, develops and implements sustainability initiatives that are aligned with the strategic plan;
- Develops and incentivizes practices to reduce scope 3 emissions (through exploring alternative transportation methods, waste diversion and reduction, green procurement, etc.);
- Advises management on incorporating LEED principles in new construction and major renovation projects;
- Evaluates systems and procedures to maximize energy efficiency;
- Develops internal policies for improving the efficiency of water consumption, waste disposal, and land management practices;
- Uses the STARS tools from AASHE to report sustainability advancements;
- Helps create a sustainability plan of action and work towards increasing our STARS ranking;
- Promotes sustainability initiatives to increase staff awareness and involvement of various sustainability projects;
- Organizes activities related to the different themed weekdays (Earth Day, Bike Day, Water Day, etc.);
- Develops sustainability related training for the community;
- Communicates and shares success stories and initiatives with the community;
- Helps with other tasks for the Health, Safety and Sustainability department as needed.

Other related tasks which fall within the scope of the classification of this position may be assigned.

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Classification: Attaché.e d'administration (Administration Officer)

Qualifications:

- Bachelor's degree in an appropriate field of specialization, particularly environmental science, bio-resource engineering, environmental studies, or an equivalent appropriate discipline.

Conditions related to the specific position:

- Experience working in the field of sustainability, energy efficiency, with project and knowledge management tool and with carbon emissions data;
- Demonstrated knowledge of sustainability processes and standards;
- Demonstrated knowledge of carbon audits and reduction and offsetting solutions;
- Proven ability to simultaneously manage multiple projects and ongoing tasks successfully;
- Strong leadership and communication skills;
- Ability to foster positive work relationships with a variety of internal and external stakeholders;
- Demonstrated accuracy and organizational skills;
- Autonomy and initiative;
- Capacity to synthesize information and conceptualize processes;
- Excellent English oral and written communication skills (**to be tested**);
- Strong French oral and written communication skills (**to be tested**);
- Intermediate knowledge of Excel and Word (**to be tested**);
- Environmental or sustainability certification (an asset);
- Project management certification and experience using AASHE (an asset).

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www.vaniercollege.qc.ca

VANIER
C É G E P / C O L L E G E