



## Senior Technical Consultant Job Description

Located in Ottawa, Stratos Inc. is one of Canada's leading environmental and sustainability consultancies. We are proud of the strong and credible reputation we have built in both corporate and government circles, and are known for providing objective and realistic services and advice, and producing high-quality products. We are trusted advisors, strategists, integrators and facilitators. Stratos specializes in collaborative problem-solving with a focus on environmental and natural resource management and sustainability. We work across all levels of government, business and civil society. Stratos works across jurisdictions in Canada and has deep expertise working with Canada's natural resource sectors, including with the mining, energy and forestry sectors. For more information on Stratos, visit: [www.stratos-sts.com](http://www.stratos-sts.com).

We currently have an opening for a **Senior Technical Consultant** to join our dynamic team. Stratos provides a competitive compensation and benefits package and the necessary tools needed to do the work successfully. We are committed to each individual's development and growth in building a meaningful career.

### Overall Responsibilities

Senior consultants at Stratos are responsible for providing high quality consulting services to existing clients and contributing to business development activities with new, previous, and existing clients. While senior consultants will be primarily aligned with a particular Stratos line of business based on their identifiable area(s) of professional expertise, they will also support other lines of business as required. This versatility and cross-fertilization among business lines is an important factor underlying Stratos' success.

The Senior Technical Consultant's primary role is to contribute to projects that involve technical subject matter, technical methodologies, or other areas requiring understanding of complex systems. Stratos does not provide engineering or scientific services, but technical knowledge and skills strengthen our work in a number of sector and services areas including: natural resources (e.g., mining, energy and forestry), contaminated sites management, clean energy, climate change adaptation, and risk management. Familiarity with environmental, health and safety management systems is a strong complement to the Senior Technical Consultant's role.

### Specific Responsibilities

Specific responsibilities of this Senior Consultant position include:

- Providing technical and analytical expertise and advice around a specific discipline or knowledge area, including:
  - Analyze technical/specialist issues, and synthesize multiple sources of potentially conflicting information to understand and assess problems



- Conduct research and analysis, applying technical experience, knowledge and established assessment frameworks and approaches, and
- Assist and or lead in the development and application of methodologies and best practices related to specific technical areas.
- Managing projects, including:
  - Managing work plan execution;
  - Tracking actual expenditures versus budget;
  - Supervising project team members; and
  - Client liaison.
- Contributing to the successful completion of specific consulting engagements by:
  - Conducting web-based research and literature reviews;
  - Compiling, synthesizing and analysing information, including analysis of research work completed by others;
  - Conducting consultation and information collection activities, including leading interviews, surveys, and some broader consultation activities;
  - Leading the analysis and writing of project reports;
  - Preparing and making presentations; and
  - Leading meetings.
- Engaging in some business development and marketing activities, including:
  - Developing a network of professional contacts, and working to expand this network over time;
  - Identifying potential business opportunities through networks and existing project work;
  - Contributing to and, in some cases, managing preparation of solicited and unsolicited proposals; and
  - Bringing in a small number of projects each year.
- Contributing to the successful operation of the firm by:
  - Adhering to Stratos policies and procedures
  - Participating in internal teams and committees, and
  - Learning about the consulting business, and applying these learnings.

## **Education**

Engineering degree or other applied science degree (e.g. geology), either Masters and/or Undergraduate level, required in a discipline related to natural resource management or sustainability; some relevant work experience (e.g. 6 - 8 years of related experience) will be seen as a strong asset.



## **Skills and Attributes**

Specific consulting skills and attributes required to successfully fulfil these responsibilities include:

- Solid understanding of and experience working within complex, technical systems (ideally related to natural resource management and/or sustainability issues)
- Ability to situate technical issues within a broader socio-economic, policy or business context
- Excellent research skills
- Ability to collect and synthesize large amounts of information and discern what is important; specifically ability to collate multiple sources of information and evaluate technologies or processes against a common framework
- Good interpersonal and communication skills, as evidenced by clear and respectful communications with colleagues and clients
- Ability to conduct information collection interviews effectively
- Ability to identify clear decisions or recommendations that may emerge from meeting discussions and/or interview notes
- Very good writing skills, including ability to undertake technical writing that is accessible to a general audience
- Good presentation skills
- Good time management and organizational skills
- Ability to manage projects, including developing and monitoring budgets, timelines and product quality
- Good project planning and organizational skills
- Working knowledge of French would be an asset.

## **Your Personal Impact**

Stratos offers a truly impactful work experience that empowers our team with countless opportunities to grow, lead and contribute in areas that matter to them.

At Stratos, your impact may be felt personally - such as increased satisfaction from seeing a project through from start to finish, or from working as part of a smart, dynamic team with a strong work-life balance.

Your work would also impact Stratos' success. We are dedicated to growing the firm and there is never a shortage of "hats" you could wear to help make that happen. You might be involved in shaping our business strategy, developing an approach to test a new Canadian market, or developing learning sessions for our company retreat. These are just some of many ways you could help cultivate and impact Stratos' long-term success.

Lastly (and most significantly), you will impact the ability of Stratos' clients to deliver on their mandates. Our clients focus on natural resource management and sustainability issues, for the benefit of future generations. Your work at Stratos will help them shape and better fulfil their important visions.



We strive for excellence and professionalism in every aspect of our work and supporting you at every level of impact you seek to make.

Please check out our Team page on the Stratos website to learn more about Stratos employees' perspectives of the contributions they are able to make each day ([www.stratos-sts.com](http://www.stratos-sts.com)).

**We thank all applicants** in advance for their interest in this role; however, only those selected for an interview will be contacted.