



**Position Title:** Senior Policy Analyst

**Position Status:** Full-Time Temporary (This position to last not later than March 7, 2025)

**Department:** Parks & Environment, Air Quality and Climate Action Services

**Employee Group:** Teamsters Local 31

**Location:** 4515 Central Boulevard, Burnaby

**Salary Range/ Wage Rate:** PG T28 \$3,634.43 - \$4,294.18 bi-weekly

**Our Air Quality and Climate Action Services team is seeking a Senior Policy Analyst who will develop and update bylaws related to the management of air quality and greenhouse gases, giving consideration to input from multiple stakeholders, and may contribute to air quality and climate change policy initiatives.**

**You are: a quick learner, consensus builder, and strategic thinker with excellent verbal and written communication skills, good attention to detail, and a proven ability to organize and prioritize a complex set of projects to produce multiple time-sensitive deliverables in a collaborative team environment. You are skilled at producing accurate deliverables with the appropriate level of detail for different audiences.**

**The Senior Policy Analyst reports to the Air Quality Planner II.**

**This role:**

- Develops and makes recommendations on strategies and policy proposals related to demand side management and regulatory issues; presents and defends policy research, analysis and proposals to senior management.
- Researches, assembles, analyzes and interprets data related to various regulatory issues; performs trend analysis and growth projections to determine past, present and future impacts of activities on District and regional infrastructure; prepares reports and briefings for review by a superior.
- Performs reviews and analyses of the technical merits of proposed treatment systems and practices installed by permit holders to determine whether controls work and measures are capable of achieving required standards; as requested, performs technical reviews for new permits or amendments to existing permits.
- Reviews, develops, recommends and implements user fees employed by MVRD for such activities as BOD/TSS industrial charges, trucked liquid waste disposal, groundwater disposal, and air quality control; collects information for the calculation of unit rates, reviews monitoring data supplied by permittees and calculates individual charges for same; reviews methodology and data used for the calculation of various fees and recommends changes or revisions.

- Drafts revisions to bylaws; reviews effectiveness of existing regulatory code of practice for assigned areas; surveys municipalities regarding the implementation of same; prepares reports on findings and makes recommendations for consideration by senior staff; reviews and recommends funding eligibility for residents in the administration of incentive programs associated with new regulation bylaws or bylaw amendments
- Establishes and maintains effective working relationships with staff, consultants, commercial enterprises and associations, municipal and other levels of government and non-governmental organizations; participates in or chairs committees, task forces and working groups involving the general public or other stakeholders; makes presentations to various internal and external groups; provides technical advice to a superior and/or political committees; provides technical assistance, direction and information to various stakeholders and staff.
- Keeps abreast of developments in regulatory and demand side management options in other jurisdictions; undertakes or directs major research studies and projects.
- Coordinates the work of consultants engaged in technical and research projects; monitors consulting services and ensures compliance with specifications and addresses related problems; may supervise technical staff in the absence of a superior.
- Performs related work as required.

**To be successful, you have:**

- University graduation with a degree in statistics, economics, environmental science, resource management, business administration or related discipline supplemented by related technical courses in chemistry or pollution control technology plus considerable related experience OR a Masters degree in a related discipline plus sound related experience OR an equivalent combination of training and experience.
- Thorough knowledge of provincial, regional and corporate programs, policies and best practices related to demand side management and regulatory issues.
- Considerable knowledge of the principles, practices, methods and techniques of researching, evaluating and analyzing data related to issues under review.
- Considerable knowledge of sources of data and current literature, trends and developments in fields related to the work.
- Considerable knowledge of by-laws and legislation related to demand side management programs and of applicable departmental objectives, rules and regulations.
- Considerable knowledge of the methods, principles and practices of operating computer and peripheral equipment and software applications related to the work.
- Ability to collect, analyze and interpret statistical, technical and narrative data and to prepare clear and concise studies, reports and correspondence.
- Ability to interpret and apply departmental regulations, to formulate strategies and prepare recommendations regarding policy alternatives to air, liquid and solid waste regulatory problems, fees and related matters.
- Ability to communicate effectively orally and in writing and to make presentations.
- Ability to establish and maintain effective working relationships with a variety of internal and external contacts.
- Ability to direct and/or coordinate the work of consultants engaged in technical and research projects.
- Driver's Licence for the Province of British Columbia.

**Our Vision:**

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Metro Vancouver embraces collaboration and innovation in providing sustainable regional services that contribute to a livable and resilient region and a healthy natural environment for current and future generations.

At Metro Vancouver, we are committed to cultivating a diverse, safe, equitable, and inclusive work environment for all. We strive to attract and retain a talented, diverse workforce that is reflective of the region we serve. If an accommodation is required during the recruitment and selection process, please contact [careers@metrovancover.org](mailto:careers@metrovancover.org) for support. Learn more about our commitments to diversity, equity, and inclusion [here](#).

*Please follow this link <https://metrovancover.org/about-us/careers> to our Careers page where you can submit your application by May 8, 2024.*