



# HUMAN RESOURCE MANAGEMENT DIRECTORATE

Church Folly, Grand Turk, Turks & Caicos Islands. Ph: 649-946-2801, Fax: 649-946-1582

## GOVERNMENT VACANCY

<b>JOB TITLE:</b>	<b>Environmental Impact Assessment Specialist</b>
<b>MINISTRY</b>	<b>Physical Planning and Infrastructure Development (MPPID)</b>
<b>DEPARTMENT:</b>	<b>Physical Planning</b>
<b>LOCATION:</b>	<b>Providenciales/Grand Turk</b>

### **JOB SUMMARY:**

This is a senior Level technical position with nationwide responsibility to communicate between developers and the Turks and Caicos Islands Government on the requirements and responsibilities of the Environmental Impact Assessment process.

### **KEY DUTIES AND RESPONSIBILITIES:**

1. Work closely with the Director of Planning and in matters related to developments.
2. Reviewing development plans for land use appropriateness including consideration of zoning, proximity to Protected Areas, karst habitat concerns, coastal zone and Climate Change concerns, effects on wetlands, and potential impacts to rare or threatened ecosystems or endemic/endangered wildlife.
3. Vet teams conducting EIA to ensure their qualifications and relevance to the required works.
4. Oversee /Guiding the Environmental Impact Assessment process including issuance of Terms of Reference, EIS review, and monitoring and evaluation.
5. Develop a scoring system for EIS documents against Terms of Reference and requirements to ensure acceptability; and rejecting EIS documents that do not meet the minimum scores.
6. Ensuring compliance with relevant legislation, for example Crown Land Ordinance; National Parks Ordinance, Coast Protection Ordinance, etc.
7. Reviewing environmental and social impacts of planned or ongoing development activities including impact management, mitigation, environmental management plan implementation, and remediation.
8. Work closely with the Department of Environment and Coastal Resources in developing Terms of Reference, reviewing EIS documents, and ensuring consideration is taken for known presence or threatened ecosystems or endangered/endemic wildlife; and in terms of the Marine Spatial Planning work for coastal developments.
9. Working in collaboration with Department of Environment and Coastal Resources to establish a Land Clearance Policy to feed into the future Environmental Management Bill.
10. Advising on steps and actions to mitigate potential or existing negative impacts of development activities to the natural, historical, and cultural landscape and environment.





# HUMAN RESOURCE MANAGEMENT DIRECTORATE

Church Folly, Grand Turk, Turks & Caicos Islands. Ph: 649-946-2801, Fax: 649-946-1582

11. Visiting development sites prior to land clearance and construction phases for baseline documentation to compare EIS contents, and during and after construction to ensure adherence to environmental management plans.
12. Assessing the merits of island-significant projects in line with best practice frameworks and the National Development Plan.
13. Ensuring that EIS documents are available for public review as required, and managing hard and soft copies of all relevant documents in appropriate filing system.
14. Producing high quality work on a wide range of planning matters, including the preparation of well written, accurate and timely reports and effective conditions of consent.
15. Identifying, undertaking research, and analyzing and evaluating issues and data to formulate appropriate responses and to contribute to options for the resolution of new and emerging issues.
16. Contributing new ideas and innovative ways of working to assist with the development and maintenance of systems, policies and processes.
17. Translating complex technical information into easy-to-understand plain language guidelines, reports and communications.
18. Prepare position papers, policy briefs and other documents relevant to environmental sustainability in TCI.
19. Develop, participate in and maintain professional networks related to project development and environmental sustainability.
20. Supervise regular environmental monitoring activities in following with the approved monitoring protocols
21. Provide technical/scientific advice to TCI officials, if sought.
22. Represent the Department on technical committees, workshop and meetings.
23. Oversee the Environmental Impact Assessment Process.
24. Adhere to all Public Service codes, rules and regulations.
25. Any other duties that may be assigned by the Director/Deputy Director.

## **MINIMUM QUALIFICATIONS & EXPERIENCE:**

- Masters or PhD degree in a related area of Environmental Management, Environmental Impact Assessment, or Ecology.
- At least five years relevant experience in environmental management, Environmental Impact Assessment, or related practical experience.
- Demonstrated, extensive, practical experience with Environmental Impact Assessments and with environmental issues in the developing world and particularly on small islands.
- Fluency with GIS software (ArcGIS/ QGIS) for environmental management.
- Excellent analytical skills, and evidence of excellent skills in intercultural communications.
- Demonstrated exceptional written and oral communication skills in English.

## **Experience:**

- The position requires a minimum of five (5) years of relevant experience in Environmental Impact Assessment management. Proof of experience may be presented as be involvement





# HUMAN RESOURCE MANAGEMENT DIRECTORATE

Church Folly, Grand Turk, Turks & Caicos Islands. Ph: 649-946-2801, Fax: 649-946-1582

in policy development, enforcement management, or other aspects of EIA process management.

- At least three (3) years of relevant work experience in project management, environmental monitoring, or enforcement of relevant environmental policies and laws.
- Good knowledge of the Turks and Caicos Islands environmental and development legislation, Protected Areas System, and unique environmental pressures will be considered an asset.

**SALARY: Grade 9 - \$75,363.00 per annum**

## **APPLICATION PROCEDURE:**

Resumes with current contact information must be accompanied by a Cover Letter and two letters of reference (one preferably from a former employer) as well as copies of educational certificates and a copy of the Passport photo page, National Turks & Caicos Islander Status Card (where applicable). Shortlisted candidates must submit a Police Certificate.

Applications should be addressed to The Director, Office of the Human Resource Management Directorate, Church Folly, Grand Turk.

**Current serving officers must apply through their Head of Department.**

**Applications without all supporting documents will not be processed.**

**We thank all applicants for their interest, however, only persons selected for an interview will be contacted.**

