

## Call for Expressions of Interest

### The Delphi Group - Associates

#### **GHG Analyst Intermediate GHG Analyst Environment/Sustainability Analyst**

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The Delphi Group is a Canadian strategic consultancy and solution provider specializing in the areas of climate change and corporate sustainability.

We have worked with more than 200 organizations domestically and internationally and have provided services to virtually every sector in the economy. Our corporate clients range from small and medium-sized businesses to some of Canada's largest corporations and in recent years, we have completed projects for more than a dozen of Canada's Fortune 100 companies. Our public sector clients are from all levels of government and we have for decades provided valuable services to ministries, government departments and intergovernmental agencies in Canada and abroad.

For over two decades, we've consistently proven that environmentally and socially responsible business practices can be financially viable, enhancing an organization's long-term strength, competitiveness and profitability.

At Delphi, we are guided by our core values:

- Integrity, honesty, and respect between ourselves, our associates, and our clients
- Excellence in quality of work and creativity in our solutions
- Commitment and responsibility to sustainable action
- Positive and practical change for the better
- Teamwork, support and appreciation
- We walk the talk with our own internal CSR strategy and we encourage those we work with to do the same

Since 1988, we have been providing climate change and sustainability services in Canada and around the globe. Over the last two decades, we have completed over 500 sustainability, climate change and environmental projects for more than 200 corporations, NGO's, industry associations, governments and inter-governmental agencies.

More information on our company is available at our website at [www.delphi.ca](http://www.delphi.ca)

## **EOI Background**

The Delphi Group is seeking to establish a list of pre-approved associates to enhance the company's ability to deliver services to clients. These associates will serve as sub-contractors to Delphi, and will work on projects when internal resources are not available for particular projects.

## **Overall Associate Roles**

The primary function of associates supporting this area of Delphi's business will be to provide technical and analytical support to Delphi Managers on client work in the areas of Greenhouse Gas and Air emissions technical analysis and strategy, plus environment strategy generally.

## *Greenhouse Gas Technical Analyst*

### **Primary Tasks**

1. Serve as a specialist in the calculation of greenhouse gas emissions and reductions, and other environmental metrics.
2. Perform project and program assessments and feasibility studies to estimate or report on actual greenhouse gas emission reductions and environmental co-benefits associated with specific initiatives/projects.
3. Consider the implications of GHG policy and legislation when preparing GHG analyses for projects and organizations
4. Assist in developing GHG reduction strategies and valuation models for clients.
5. Undertake web and literature research for specific projects.
6. Perform consultation activities including telephone interviews, one-on-one consultation, survey development, etc., as needed.
7. Preparation of and assistance with the development of company proposals, draft reports and key subject briefs including content review and preparation, format and presentation enhancement, etc.
8. Act as a general resource for technical and technological aspects of GHG reducing projects and activities.
9. Other duties as may be assigned from time to time.

## Key Attributes

- A university degree in science or engineering and/or equivalent experience, including demonstrated ability to approach problems from an engineering perspective and general comfort level with analyzing and assessing relevant technologies.
- Strong writing skills, including ability to formulate clear and concise arguments and explanations for both technical and non-technical audiences
- Ideally two to four years of experience in GHG quantification, validation or verification, or a related technology or research field, though exceptional candidates with less experience will be considered.
- Proficient in the development and use of spreadsheets as well as other standard software packages
- Strong web and literature research and analytical skills with a desire to learn and move forward.
- Good interpersonal skills.
- Can work independently and in a team environment.

## Other Valuable Assets

- Experience with basic economic analytical techniques, such as net present value
- Knowledge of data monitoring and management systems, including associated database software (e.g. MS Access)
- Niche experience in one or more major Canadian industrial or economic sectors
- Familiarity with auditing principles and methodologies

## *Greenhouse Gas Intermediate Technical Associate*

### **Attributes**

In addition to being able to perform the tasks and to possessing the attributes listed for the Greenhouse Gas Technical Analyst, an Intermediate Technical Associate would be expected to possess the following:

- Four or more years of experience in GHG quantification, validation or verification, or a related technology or research field
- Ability to manage client expectations, demands and concerns
- Experience leading a project team
- Ability to prioritize, multitask and organize work efficiently
- Familiarity with the Canadian GHG and climate change policy context

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## *Environmental Strategy Analyst*

### **Primary Tasks**

- Act as a specialist in sustainability and environment strategy for Delphi, ensuring the company is providing clients with sector leading, up to date and sophisticated support on environment and sustainability strategy projects.
- Support sustainability related client projects, with the accountability for delivering research and general project support on time with client satisfaction an utmost priority.
- Apply broad expertise of environmental issues, policy and trends to research and analysis as required.
- Conduct research for clients from various sectors of the Canadian economy with professional benchmarking, insight, strategy, and analysis around sustainability initiatives or projects.
- Support the development of proposals for particular projects in the area of sustainability.
- Other duties as may be assigned from time to time.

## Key Attributes

- Academic experience in business, environmental studies, economics, or other related fields.
- 1-3 years employment experience with organizations where responsibility for sustainability related tasks was a requirement.
- An understanding of the critical issues impacting sustainability efforts (ie. environmental and social concerns - climate change, green buildings, clean energy, social dynamics, air pollution, ecosystem degradation)
- An understanding of corporate finance, corporate models and functions, organizational behaviour, and change management.
- An understanding of key Canadian corporate sectors (energy, mining, financial, manufacturing, technology).
- Strong web and literature-based research and analytical skills
- Good interpersonal skills, with ability to work effectively independently and in a team environment.
- Strong environmental and social values and a desire to have a positive impact on environment improvement.

## Other Valuable Assets

- A university degree in business, economics, environmental studies (or equivalents)
- French language skills

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To respond to this EOI for any of the three categories, please send an email to [careers@delphi.ca](mailto:careers@delphi.ca) and indicate in the subject line which role you are targeting.

Thank you for your interest.

The Delphi Group