



MINISTRY OF ECONOMIC GROWTH AND JOB CREATION

JOB ADVERTISEMENT

Applications are invited from suitably qualified candidates to fill the following position in the Environment and Risk Management Branch:-

1. Director, Natural Resources (GMG/SEG 3) – Six months

Salary range \$2,336,309 to \$2,777,138 per annum and any allowance(s) attached to the post.

Job Purpose:

To conserve and protect Jamaica's environment through the development of adequate and suitable legislative, regulatory and policy instruments, supported by well-developed research and database systems in order to promote sustainable development of the environment. The incumbent will also take direct lead for the policies governing natural resources and biodiversity.

Management/Administrative Responsibilities

- Participates in national and international fora and negotiations putting forward the position of the government and Ministry;
- Conducts presentations relevant to local and international stakeholders for information sharing, influencing and forming effective relationships;
- Contributes to the preparation of Strategic/ Annual Plans and Monthly Reports;
- Prepares Individual work plan based on strategic alignment with the Division's Operational Plan;
- Deputizes for the Senior Director in his/her absence

Technical/ Professional Responsibilities

- Prepares reports and position papers to advise government and Cabinet on relevant environmental issues;
- Liaises with National Environment & Planning Agency and Forestry Department to provide policy direction and coordinate review or revision of policies and legislation;
- Works with senior director to monitor the impacts of legislation, regulations and policies on stakeholders;
- Participates in the development and analysis of policy instruments;
- Provides policy advice to the minister, Permanent Secretary, Chief Technical Director, Senior Director, as required;
- Assists the Senior Director in recommending positions of the Ministry on emerging environmental policy issues;
- Monitors and participates in international policy fora representing Government's position and monitoring international agreements and issues of relevance to Jamaica ;
- Works with the Senior Director to facilitate stakeholder participation in the formulation of policy;
- Assists senior director to liaise with government ministries and agencies to achieve coordination, collaboration and integration of government policy;
- Participates in national and international conferences and seminars relevant to issues regarding natural resources and sustainable development;
- Participates in efforts to ensure, as far as possible, that regional and international treaty obligations related to natural resources management are included in the development of policy and legislation;
- Participates in the development, assessment of and implementation of technical assistance programmes and projects as they relate to various acts;
- In collaboration with the Senior Director, liaises with relevant donor and lending agencies with regard to technical cooperation initiatives;
- Conducts research required for the formulation of policy primarily relating to Natural Resources;
- Leads the development of proposals leading to new or amended legislation, particularly with regard to the NRCA act, Beach Control Act, Wild Life Protection Act and Watershed Protection Act and

oversees development of the other related regulatory instruments governing environment and other legislation in relation to natural resource management and biodiversity;

- Provides material for the Ministry's website;
- Monitors and facilitates measures to protect watersheds, habitats and wildlife;
- Coordinates the implementation of the Kingston Harbour Rehabilitation Programme;
- Coordinates responses to environmental complaints and concerns, preparing reports and any other necessary action required;
- Assists in coordinating national responses to sustainable development issues.

Required Competencies

- Excellent negotiation skills
- Experience with policy development, analysis and review
- Knowledge of and experience with environment and sustainable development issues
- Knowledge of environmental and related laws, regional and international environmental agreements and treaties
- Ability to conduct research and analyze technical information
- Good judgment, decision making and problem-solving skills
- Proficiency in relevant computer applications
- Oral and written communication skills
- Presentation skills
- Team and result oriented
- Excellent interpersonal skills
- Excellent leadership skills

Minimum Required Education and Experience

- Bachelor Degree in Natural or Life Science or related field
- Five (5) years in a related position

Please note that only shortlisted applicants will be contacted.

All applications along with resumes should be submitted on or before **February 22, 2019** to

**Senior Director, Human Resource Management & Development
Ministry of Economic Growth and Job Creation
7th Floor, The Towers
25 Dominica Drive
Kingston 5**

or

human.resources@megjc.gov.jm

Subject: Director, Natural Resources (GMG/SEG 3)