

Community Relations and Environment Manager

Final: December 10, 2008

Location:

Rikatze, Tibet

Position Summary:

The Manager – Community Relations and Environment has two main functional areas of responsibility. Firstly, the position is responsible for establishing and maintaining, through consultation and cooperation, respectful and trustful working relationships with local communities, villagers, and government departments. The role is essential in ensuring that positive relationships are established between the company, the various local communities, and local township, county and prefecture governments, and that community concerns and sustainable development programs are developed and implemented.

The position is also responsible for continuing site and regional collection of environmental and local socio-economic data, working with established consultants in these areas. In addition to building on existing databases the position will establish the need for new information requirements to monitor environmental and socio-economic effects of project activities.. The position also monitors the project site environment to ensure that all applicable environmental regulations are being followed. This person works to minimize or eliminate any negative effects the project could have on the environment and responds to all environmental emergencies.

Key Result Areas & Specific Responsibilities:

To meet the business/project objectives for TTY, this position must:

1. Devise and deliver Community Relations (CR) strategies at local and provincial levels.

- Ensure ongoing information flow and consultation between project and key local stakeholders to identify potential impacts and opportunities for stakeholders.
- Establish and maintain, through consultation and cooperation, respectful and trustful working relationships with local government departments and communities.
- With other Company technical departments, undertake consultation and negotiation with government and communities to reach agreements on site work conditions.
- Develop, implement and monitor sustainable community outreach and development programs consistent with company policies and corporate responsibility objectives
- Manage CR contracts and contractors and coordinate with partner NGOs.
- Provides specific instruction to company staff on the company's expectations relating to CR protection measures.
- Liaise with contractors on meeting their CR accountabilities.

2. Provide technical leadership on environmental policies and requirements.

- Continue to collect environmental data and coordinate existing programs, work with consultants on the various programs.
- Monitor compliance of all site activities with prescribed environmental protection measures.
- Ensure compliance with environmental laws through the development of Project environmental management systems.
- Design and oversee the implementation and operation of technical environmental protection and monitoring programs.
- Manage environmental contracts and contractors and coordinate with partner NGOs.

- Provide specific instruction to company staff and contractors on the company's expectations relating to environmental protection measures; and monitor their performance.
- Prepares and manages site reclamation activities.

3. Supervisor/Manager of Tibet Environmental and Community Relations function.

- Coordinate daily, weekly activities of community relations and environmental team.
- Oversee community relations and environmental team members' work schedules and rotations; and ensure alignment with site activities.
- Coach and mentor environment and community relations team and supervise and manage performance issues.
- Develop awareness and training programs for staff at all levels of the organization on environmental and community issues and responsibilities.
- Prepare environment and community relations performance reports for internal and external stakeholders.
- Track budgets and expenditures of department activities.
- Other duties as assigned by the Project Manager or Senior Manager Stakeholder and Environmental Affairs.

Position Requirements:

Qualifications, Skills & Experience.

- Minimum is a Bachelor degree in Environmental Engineering or Science, Chemistry, Geology or Biology.
- At least 5 years experience working in mining or similar heavy industry.
- Experience in implementing community based donations programs and initiatives.
- Experience of working for an international company would be advantageous.
- Proven ability to coach, mentor and provide direction to staff and contractors in a team environment.
- Demonstrated ability to work effectively with community and local government organizations.
- Communications skills to include cross-cultural sensitivity.
- Excellent written and interpersonal communication skills, must be fluent in Mandarin and English, Tibetan language skills considered an asset.
- Computer skills to include working knowledge of Microsoft packages.

Characteristics &/or Physical requirements.

- A high level of motivation, drive and initiative.
- Strong analytical skills.
- Creative, confident, self starter and team player with integrity.
- Pragmatic – ie: being able to interpret standards into potentially difficult realistic working conditions.
- A 'can do' approach.
- Enquiring and analytical mind.

Other details: