Employment Opportunity

Position: Permitting Specialist

Posting Date: November 19, 2026

Duration: Full-Time

Salary: $75-90k

Location: Ontario Remote or Office (Timmins or Sudbury)

Vacancy Status: Existing

Blue Heron Environmental is seeking a motivated and detail-oriented **Permitting Specialist** to support environmental permitting, regulatory approvals for mining, industrial and infrastructure projects throughout Northern Ontario.

The successful candidate will have experience designing, planning for and supporting environmental baseline programs, preferably associated with mining projects, and an understanding of the regulatory and permitting processes that support mine development, operations, expansion and closure.

This position is suited to an emerging environmental professional looking to develop their permitting expertise or an intermediate professional seeking to expand their experience in mining-related environmental approvals.

Working alongside experienced permitting professionals and multidisciplinary environmental teams, the Permitting Specialist will contribute to regulatory reviews, permitting strategies, baseline study design, planning and coordination, regulatory submissions and associated documentation.

Environmental Permitting & Regulatory Approvals

- Research and interpret relevant environmental legislation, regulations, policies, standards and permitting requirements.
- Assist with identifying applicable federal, provincial and municipal regulatory requirements based on proposed project activities.
- Support the development of permitting strategies, regulatory approval matrices, permitting registers and project permitting schedules.
- Support the preparation and coordination of environmental permit and approval applications for mining, industrial and infrastructure projects.
- Assist with authoring Project Descriptions and Mine Closure Plans.
- Assist with preparing and reviewing regulatory submissions, technical documentation and supporting materials.
- Support regulatory pre-consultation activities, including preparing meeting materials, documenting discussions and tracking follow-up actions.
- Assist with coordinating responses to regulatory comments and information requests.

Environmental Baseline & Assessment Support

- Apply an understanding of environmental baseline programs and their role in project permitting, and where applicable, provincial environmental or federal impact assessments.

- Assist in identifying baseline data gaps and additional studies or investigations required to support permitting in Ontario.
- Support the planning and coordination of baseline studies, including terrestrial and aquatic ecology, wetlands, wildlife, surface water, groundwater and other environmental disciplines to support permitting initiatives.
- Review baseline reports and technical studies to identify information relevant to environmental/impact assessments and permitting applications.
- Coordinate technical inputs from multidisciplinary teams to support environmental /impact assessments and regulatory approvals.
- Support the preparation and review of project descriptions and supporting technical reports for permitting in Ontario.
- Assist with the integration of baseline findings into permitting strategies and environmental permit submissions, including Mine Closure Plans.
- Complete other related duties, as required.

Project Coordination & Client Support

- Coordinate information, technical inputs and deliverables between project managers, technical specialists, clients and regulatory agencies.
- Assist with preparing project documentation, reports, proposals, meeting materials and regulatory correspondence.
- Support communication and coordination with regulatory agencies, including provincial and federal ministries and departments.
- Participate in client meetings, regulatory discussions and project planning sessions as appropriate.
- Support Indigenous engagement and consultation activities through the preparation of supporting materials and meeting documentation, as appropriate.
- Maintain organized project records, regulatory tracking tools and permitting documentation.
- Support project managers in monitoring project schedules, budgets, deliverables and outstanding action items.
- Complete other related duties, as required.

Qualifications & Experience

- Diploma or degree in Environmental Science, Environmental Studies, Natural Resources, Environmental Engineering or a related discipline.
- A minimum of approximately 2–5 years of relevant environmental consulting or industry experience preferred; equivalent experience will be considered.
- Experience supporting environmental baseline studies or programs, preferably associated with mining or industrial projects.
- Working knowledge of Ontario's environmental regulatory framework and permitting processes, particularly associated with industrial activities.
- Familiarity with environmental assessment/federal impact assessment processes and mining-related regulatory approvals, particularly Mine Closure Plans.

- Experience reviewing technical environmental reports and coordinating information from multidisciplinary inputs.
- Strong communication, technical writing, research, analytical and organizational skills.
- Proficiency with Microsoft Office applications, including Word, Excel and Outlook.
- Ability to manage multiple priorities and work effectively both independently and within a multidisciplinary team.
- Valid driver's licence and willingness to travel to project sites and meetings, as required.
- Additional Assets:
    - Experience working on mining projects in Northern Ontario.
    - Familiarity with Ontario mining legislation and environmental permitting requirements, including the *Mining Act*, *Environmental Protection Act*, *Ontario Water Resources Act, Species Conservation Act* and *Environmental Assessment Act*,
    - Exposure to federal permitting requirements, including those under the *Fisheries Act* and *Impact Assessment Act*.
    - Experience supporting mine development, expansion, closure or rehabilitation projects.
    - Familiarity with Indigenous engagement and consultation processes associated with environmental approvals.
    - Experience with regulatory submissions and communicating with government agencies.
    - Familiarity with common mining-related regulatory approvals and submissions including Environmental Compliance Approvals (ECAs), Permits to Take Water (PTTW), and Closure Plans.

Skills & Competencies

- Strong attention to detail and technical accuracy.
- Analytical and problem-solving abilities.
- Effective written and verbal communication skills in English.
- Ability to interpret regulatory requirements and translate them into practical project needs.
- Collaborative approach to working with technical specialists, clients and project teams.
- Initiative, adaptability and willingness to learn and develop technical expertise.
- Ability to take ownership of assigned deliverables while recognizing when guidance or support is required.

Work Expectations:

- This is a full-time position based in Ontario, with work completed from a Blue Heron office, home-based office, field location, or client site, depending on project needs.
- The successful candidate must be comfortable working independently and as part of multidisciplinary project teams.
- Occasional travel to project sites, client meetings and other work locations may be required.
- A valid driver’s licence and the ability to meet client and site-specific health, safety, and access requirements are required.

Benefits:

- Competitive compensation commensurate with qualifications and experience.
- Comprehensive group benefits package, including health and dental as well as Group RSP matching.
- A flexible work environment that supports office-based, home-based, and field-based work as appropriate to project needs.
- Opportunities for professional development, mentorship and career advancement in environmental permitting and project management.
- Exposure to diverse environmental projects and experienced technical professionals across northern Ontario and beyond.

Blue Heron, the Company

Blue Heron Environmental is an environmental consulting company with offices in Timmins and Sudbury, as well as home-based offices across Ontario. We provide a broad range of environmental services to the mining sector and other clients, supporting projects with practical, technically sound, and client-focused solutions.

For more information about Blue Heron visit our website: **www.blueheronenv.com**

Blue Heron Environmental is committed to providing a respectful and inclusive workplace. We welcome applications from qualified candidates with diverse backgrounds, experiences, and perspectives.

To apply, please send your detailed resume with references to info@blueheronenv.com

We thank all applicants for their interest; however, only shortlisted candidates will be contacted. No phone calls please.

Artificial intelligence will not be used to screen, assess or select applications for this position.