



September 3, 2019

**OPEN POSITION**

**STAFF ATTORNEY -- ENVIRONMENTAL LAW AND POLICY**

We are looking for an individual to join our team who has knowledge and experience related to key federal environmental statutes (notably CERCLA, CWA, OPA) and associated requirements affecting diverse industrial, energy and transportation sectors. Knowledge and/or experience with international environmental laws would be a plus. The person filling this position will be responsible for supporting a variety of needs related to client programs with heavy emphasis on research, analysis, writing and database management. Depending on the candidate, the position may start as part time (up to 20 hours/week) with an opportunity for full time as agreed.

**Key Responsibilities:**

1. Analysis and/or summarization of relevant environmental law cases, statutes, regulations, guidance and related issues, developments, literature, meetings and trends;
2. Identification -- and follow up as agreed -- on a wide set of actions following from Item 1 above;
3. Review and analysis of certain case or site specific legal, technical and economic documents, as well as peer-reviewed articles, for entry into a one of a kind proprietary database, as well as run standard and customized reports;
4. Other responsibilities in support of company operations and/or client programs as agreed, including meetings and work products

The individual filling this position will receive a detailed orientation in order to ensure complete comfort and knowledge to fulfill each core responsibility above.

**Qualifications:**

This position is best suited to an attorney -- or graduating 3L - with broad prior exposure to and experience with environmental legal and regulatory issues affecting industrial companies in the US, and other nations too if possible. Individuals with other backgrounds may be able to be considered with direction and oversight by one of our staff attorneys.

A bachelors or masters degree in an environmental science or policy discipline would be helpful. Candidates must have very strong computer skills (Microsoft Office Suite) and have had some experience with a database program (Access or other).

In addition, the ideal candidate will:

1. Be capable of assessing relevancy of diverse information and needed actions as applicable;
2. Be comfortable working in person with colleagues or remotely;
3. Have excellent research, written and verbal communication skills;
4. Be very adept at organizing actions, tasks, and large quantities of information;
5. Have a track record of being able to conceptualize, analyze and innovate;

6. Be an experienced multi-tasker and be able to be flexible and seamlessly move between tasks as necessary;
7. Be able to work independently with minimal supervision as well as function as part of a team;

The position is based in Washington, DC. However, we are also open to highly qualified persons residing outside the Washington metropolitan area who may be able to fulfill some or all of the responsibilities of this position remotely via computer and related electronic communications.

Proficiency in other languages is desirable, but not required, though all candidates should have had prior experience working with online translation tools. Familiarity with website updating and social media would be a tremendous plus, but this is not required.

**To Apply:**

Send your resume and any other relevant information or materials to us -- via email -- to: [jobs@BJGCO.com](mailto:jobs@BJGCO.com). Include a cover letter that summarizes your interest in and qualifications for the position and conveys your current work situation (as applicable) and available start date.