

Colombia Jobs Expertini®

EHS / HSE Content Director and Regulatory Analyst (Director Level)

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Company: ERM

Location: Colombia

Category: other-general

Libryo, an ERM Group Company, is a compliance platform that helps global organizations know their Environmental and Health and Safety regulatory requirements; understand their obligations; and show their compliance. Since 2016, Libryo has helped thousands of users to navigate their compliance and improve their ESG performance and is now part of ERM, the world's largest pure play sustainability consultancy.

Libryo operates all over the world ensuring that everyone knows what to do for a just and sustainable world.

This is the role

Libryo is reorganising the world's regulatory mess by arranging legal and other requirements in Libryo Streams for our customers. We're making relevant regulations and their frequent updates in various languages known to people at companies around the world. The Content Director will play a vital role as a senior member of the legal content production team in managing (and when necessary, assisting) ERM Libryo content developers and subject matter experts to direct, develop and maintain high quality regulatory compliance content by finding, analysing, processing and monitoring regulations, primarily in the areas of environmental, health and safety law.

Job requirements

This high level job spec is to be read in the context of strategic, tactical and operational plans set from time to time, including the assignment of those accountable, responsible, supportive, consulted, and informed (ARSCI) of and for objectives and key results set out in plans.

i) Content direction:

You will be responsible for the following:

Research and identification of relevant statutory instruments and legal norms based on customer scope within agreed timeframes

Analyse law to identify detailed requirements; applicability and assessment criteria; apply metadata and other relevant information

Format and quality of production outputs

Development and implementation of taxonomies for organising law

Review and quality control of the annotation of legal texts

Resolution of customer queries

Work with Libryo and ERM team members, customers and Libryo Collaborators to deliver new Libryo Streams

Resolution of customer queries

Implement automation and processes to effectively and efficiently deliver projects

Assist in training of content developers

Collaborate with, amongst others: Libryo and ERM team members, customers and Collaborators on ERM Libryo's micro-jobbing platform to deliver new Libryo Streams. Automation engineers to determine and document the rules and methods for architecture of legal data. ERM Libryo's Monitoring Team to ensure delivery of quality legal updates

Build and manage a network of subject matter experts and third party service providers

Any other reasonable task.

ii) Customer relationships:

Proactively identify what is required to meet customer needs and expectations. Demonstrate to the customer an understanding of their needs.

Collect customer and project specific information and prepare for customer engagements.

iii) Risk management:

Co-ordinate with the ERM Libryo programme manager to develop and manage the risk register, as it applies to your jurisdiction and domain responsibilities.

Assist in the mitigation of risks.

iv) Professionalism:

A role model for ERM Libryo values and inclusion.

v) Strategic contribution:

Knowledge of ERM's commercial model and use this to contribute to positive financial outcomes in how we operate and deliver projects.

This is you

You have relevant qualifications and experience: you may have studied law, or you may have graduated in a scientific field or worked as a paralegal, but you have at least 10 years of experience in regulatory analysis, preferably in the EHS domain.

You have language expertise in one or more languages in Latin American.

You have experience in digital knowledge management.

You're excited by big goals and breaking new ground.

You work well under pressure and thrive in a deadline-driven environment.

You're a self-starter with masses of initiative - we have a remote first working policy and we won't be looking over your shoulder. Results matter more than how long it takes to get things done.

You are super smart and you've been recognised for your ability to solve problems.

You are tech savvy and love working with emerging, agile technology.

You have excellent interpersonal skills - you bring out the best in people, and have experience in managing a team. You add rather than subtract in your interaction with others.

You really believe in what ERM Libryo is doing and are able to live the ERM Libryo brand.

You are a great communicator.

You are the right blend of professionalism and fun.

Reports to: ERM Libryo Head of Content

Technology tools you'll use, include :

Libryo Collaborate (ERM Libryo's work management platform)

Learn.Libryo (ERM Libryo's learning management platform)

My.Libryo (ERM Libryo's customer platform)

Clickup (Project Management Software)

Location: Libryo has a remote-first working policy. You will be affiliated to your nearest ERM office.

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