

Junior Community Energy Planner

Overview

Community Energy Association (CEA) is recruiting for a junior-level Community Energy Planner with strong analytical / mathematical skills, who is passionate about climate action and communities.

You want a position where you can make a difference in this decade of climate action, be supported by super-stars, work on interesting projects and build long-term relationships.



CEA is a non-profit society with charitable status delivering research and planning, coaching and training, and implementation services to local governments across BC and Canada in energy and climate action.

The Position is a role in a dynamic, rapidly growing organization. The Junior Community Energy Planner will deliver projects for local governments and First Nations across British Columbia (and elsewhere in Canada) and be accountable for quality, client satisfaction, and profitability. The role will bring significant opportunities for professional growth.

Compensation: commensurate with skills and experience, but up to \$55,000 per year with the potential to grow.

- Employment type: flexible, up to full-time (35 hours/week)
- Location: Flexible in Canada with home office & travel as required

To apply

Deadline: January 14 at 9:00am Pacific Time. Send the following to hr@communityenergy.bc.ca

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| 1. Up to two -page resume | In the video answer the following questions: |
| 2. Two or more references including contact information | 1. Why you want this position. |
| 3. Three minute or less video uploaded to YouTube with a link. Please test first. | 2. Why you think you would be great for this position, in particular your enthusiasm for climate action. |
| | 3. How you like to be managed and why. |
| | 4. A brief overview of your mathematical / analytical skill set. |
| | 5. Any other specific training or skill sets you have that you think would be extra valuable in this position. |

Desired Qualifications

CEA needs professionals who approach, meet, or exceed the following qualifications:

- Motivation
 - Compelled to be of service to climate action and communities
 - Committed to integrity and accountability
 - Desire to learn
- Communication
 - Natural ability to engage all levels of government staff and elected officials
 - Exceptional ability to communicate complex topics in a simple way verbally and in writing
 - Inspiring communicator and compelling relationship-builder
- Delivery
 - Great attention to detail and accuracy
 - Able to work on multiple and diverse projects and issues concurrently at a detailed level
 - Willingness to work from home
 - Travel on occasion as required
- Education and experience
 - Degree or equivalent experience related to local governments, climate action, energy systems, renewable energy and energy efficiency

- Mathematical / analytical skill set, with ability to do GHG calculations and strong Excel skills as a bonus
- P.Eng, MCIP, Certified Community Energy Manager or equivalent is a bonus
- Experience with local governments or First Nation governments is a bonus

Duties

The Junior Community Energy Planner will collaborate with CEA's experienced team to deliver projects, conduct research, and deliver presentations. The duties can be summarized as Deliver, Sell and Develop.

Deliver

- Work on concurrent projects efficiently
- Use analytical / mathematical skills by working on energy & emissions inventories and modelling. (Note that training in energy & emissions inventories & modelling can be provided.)
- Support leading edge analysis of policies and programs at the community level
- Turn complex analysis into actionable analysis
- Develop well-structured, highly readable (plain language; good use of graphics, charts, etc.) project reports and deliverables that are free of errors or omissions
- Help manage relationships with clients, assist with project management, and conduct reporting and evaluation. Develop trust and rapport with staff from provincial / territorial / federal government, as well as large and small local governments and First Nations
- Support delivery of presentations and support engagement in council and staff meetings, workshops, webinars and conferences
- Support research papers and guides for local governments and indigenous communities

Sell

- Support the writing of proposals, resulting in grants and contracts

Develop

- Learn quickly and grow into leading community energy and emissions planning engagements
- Actively consider opportunities for your own professional development and growth

Learn More about CEA

www.communityenergy.bc.ca
<http://acceleratekootenays.ca/>
<https://www.communityenergy.ca/wp-content/uploads/2021/03/CEA-Going-Beyond.pdf>

<https://bcclimateleaders.ca/>
<https://closingtheloop.ca/>
<https://mcahub.ca/>
<http://www.bcmclc.ca/>