



# NEW WESTMINSTER

Great City, Great Work, Great Future!

## Corporate Energy & Emissions Specialist

<b>DEPARTMENT:</b>	<b>Development Services</b>	<b>STATUS:</b>	<b>Temporary Full-Time (18 months)</b>
<b>NO. OF POSITIONS:</b>	<b>One</b>	<b>UNION:</b>	<b>CUPE, Local 387</b>
<b>HOURS OF WORK:</b>	<b>35 hours per week</b>	<b>SALARY:</b>	<b>\$69,342 to \$81,943 per year ( under review), plus benefits</b>

In 2019 New Westminister Council was the second municipality in Metro Vancouver to have adopted a Climate Emergency Declaration, a call for action that will result in strong policies and programs being enacted to mitigate both corporate and community carbon emissions. The City has an exciting and challenging opportunity for a new Corporate Energy and Emissions Specialist as part of the new Climate Action Division within the Development Services Department. This is a temporary full time which will play a key role in ramping up the City's response to the climate emergency in its beginning stages, with the potential for extension.

Reporting to the Manager of Climate Action and Environment, the Corporate Energy & Emissions Specialist focuses on the implementation of the climate change priorities as outlined in Council's 2018-2022 Strategic Plan as well as advancement of the City's response to the Climate Emergency Declaration, specifically related to corporate energy and emissions, including facility, public infrastructure and fleet assets. The Specialist plans and implements the projects and programs to advance the City's climate leadership goals. The position also works to identify and incorporate opportunities for innovation, and inter-departmental collaboration and synergies, toward maximizing carbon reduction while maintaining cost control.

### Key responsibilities of this position include:

- Participate in the Corporate Energy and Emissions Reduction Strategy update, including research, development and implementation of operational and institutional changes leading to reduction of GHG emissions;
- Develop and implement an Integrated Corporate and Community Electric Vehicle Strategy for the City;
- Prepare corporate GHG inventories and related monitoring programs, tools and processes;
- Recommend the development of technical plans and/or specifications to implement capital projects and related corporate initiatives that have carbon impact;
- Lead the coordination of climate action and sustainability initiatives across the corporation;
- Undertake policy research, analysis and reporting;
- Develop and implement policies, tools, processes and incentives to improve corporate energy performance;
- Organize, participate in and report on stakeholder consultations;
- Act as resource and subject matter expert to internal staff on matters related to corporate energy performance;
- Participate in local, provincial, national and international climate and sustainability initiatives, as required.

### Key competencies for this position include:

- University degree in the field of climate change and sustainability such as planning, engineering, clean energy, architecture, environmental science, or related discipline plus a minimum of 5 years of related experience. Equivalent related education and experience as acceptable to the employer may be considered;
- Considerable knowledge and expertise related to energy efficient buildings, GHG emissions reductions, asset management, and policy planning;
- Strong ability to understand and communicate technical regulatory requirements to a broad range of internal and external stakeholders;
- Knowledge and experience in the areas of corporate GHG reductions, including in the areas of building and fleet assets;
- Previous experience developing a Corporate Energy and Emissions Reduction Strategy and/ or Integrated Corporate and Community Electric Vehicle Strategy an asset;
- Proven ability to conduct comprehensive research and analysis, and to synthesize solutions from diverse information;
- Proven ability to write clear and consistent policies, guidelines, and communications on complex matters for use by a variety of staff and stakeholders;
- Excellence in verbal, written and visual communication;
- Demonstrated skill in public engagement and facilitation;
- Ability to manage multiple competing priorities and deadlines;
- Ability to understand multiple objectives in order to develop integrated solutions;
- Excellence in problem solving and decision making, within a team oriented culture;
- Ability to establish and maintain effective working relationships with a variety of people;
- Excellent interpersonal, communication, facilitation, collaboration, and conflict resolution skills.

Apply by sending your cover letter and resume quoting **competition #19-150 by December 3, 2019**, to the Human Resources Department, City of New Westminister, 511 Royal Avenue, New Westminister, BC, V3L 1H9, Fax: (604)527-4619 or e-mail to [hr@newwestcity.ca](mailto:hr@newwestcity.ca)

*The City of New Westminister welcomes diversity and encourages applications from all qualified individuals. We thank all applicants for their interest and advise that only those selected for an interview will be contacted. This position is only open to those legally entitled to work in Canada.*