

CLIMATE CHANGE SPECIALIST

(Full Time)

The Municipality of North Cowichan (population 30,000) is located in the beautiful Cowichan Valley on Southern Vancouver Island, between Nanaimo and Victoria. Our communities of Chemainus, Crofton, Maple Bay and the South End, including University Village, are home to a multitude of artistic, cultural and outdoor recreational activities. The Municipality provides a stable and varied work environment, competitive pay and benefits.

We are inviting applications from candidates with the proven skills, qualifications and abilities for the position of Climate Change Specialist. If you are self-motivated, looking to take on a new challenge where you can make a difference, enjoy both responsibility and accountability with one of British Columbia's most inclusive and environmentally conscious municipalities, we look forward to receiving your application!

The Climate Change Specialist will direct, coordinate and implement the Municipality's Climate Action and Energy Plan (CAEP) and energy and sustainability programs across all departments and the community while developing strategic partnerships to meet the carbon emissions reduction goals of the CAEP, energy conservation programs, sustainability initiatives and associated education and outreach programs. This position serves as a staff liaison to both internal and external community partner organizations. Responsibilities include developing a climate change risk assessment and adaptation plan for North Cowichan using technical software to model, monitor, and evaluate progress towards meeting goals. Responsibilities also include program development, implementation, and reporting; including reporting on compliance with Provincial and Federal laws and regulations.

This position reports directly to the Director, Engineering Projects, and works closely with the Environmental Specialist and team. The position maintains close relationships with staff throughout Operations, Planning and Building, Engineering, and all Municipal departments. This position may supervise other staff and provide daily direction to employees as assigned. Core responsibilities include:

- Directs, develops, plans, organizes, implements, and measures the Municipality's Climate Action and Energy Plan (CAEP), including emission reductions and renewable energy supply, climate adaption planning, data collection and modeling efforts, and other environmental sustainability initiatives.
- Responsible for overall program strategy, evaluation, budget preparation and monitoring, administering the CAEP reserve fund, cost-estimating, and problem-solving. Responds and adapts to changing program priorities and goals as set by Council.
- Meets with department leadership across the Municipality, researches strategies and recommends changes to departments, helps problem-solve implementation issues, and tracks progress towards goals. Coordinates with departments to evaluate, develop and strengthen departmental and community-wide policies, procedures and regulations in support of the Climate Action and Energy Plan and other program goals (Corporate "Green Team").
- Works closely with Environmental and Communications staff to plan and develop education programs to promote implementation of measures and other sustainability initiatives including public awareness and behaviour change programs.
- Develop and implement a climate change adaptation and mitigation plan.
- Develops and manages contracts, grant applications, and agreements to implement CAEP measures as needed.



- Serves as the climate and energy programs liaison to outside entities including local, regional, First Nations, industry and stewardship groups on emissions reduction and climate change policy. Develops strategic partnerships within the community to facilitate and expand emissions reduction and energy conservation efforts in support of the CAEP.
- Monitors Provincial and Federal regulations and guidance and recommends actions to achieve compliance with climate and energy policies and practices.
- Pursues funding opportunities at all levels where consistent with goals
- Performs other related duties within the scope of the classification.

Required Skills, Qualifications and Abilities:

1. Bachelor's degree in Environmental Science, Environmental Policy, Environmental Management, Energy Studies or related field.
2. Five (5) years of progressively responsible experience, including program management, in emissions reductions programs, strategies and practices, current trends, technology, and information affecting the climate and energy fields; or related field. A combination of experience and training that provides the applicant with the knowledge and skills to perform the job will be considered.
3. Demonstrated understanding of funding programs, climate change initiatives, regulations, and policies.
4. Demonstrated understanding of climate change issues, including greenhouse gas inventories and strategies for reducing greenhouse gas emissions.
5. Proficiency in using software applications such as spreadsheet, database management, presentation and word processing programs.
6. Ability to work independently, with minimal guidance, as well as an ability to work effectively in a team.
7. Demonstrated ability to manage multiple tasks or projects, balance competing demands, set priorities, and meet deadlines; and provide effective and appropriate advice based on available data.
8. Demonstrated ability to communicate complex information clearly using simple, commonly accepted language. Ability to make effective, polished public presentations.
9. Ability to maintain professional functions of position in changing and uncertain organizational conditions; and to envision, develop, write and administer grant applications in support of the CAEP, and as assigned.
10. Ability to use tact, discretion, persuasion, diplomacy, respect and courtesy to gain the cooperation and commitment of others; facilitate groups; and to establish and maintain effective working relationships and rapport with departments, officials, the media, representatives of other groups, agencies, entities or businesses, and diverse members of the public.
11. Possession and maintenance of a valid Class 5 B.C. Driver's Licence; a satisfactory current driver's abstract will be required.

Knowledge of common functions and issues in local government is preferred.

A competitive salary and comprehensive benefit package is offered. This position is excluded from union membership. Candidates being considered will be required to undergo a comprehensive evaluation of skills, qualifications, and abilities. The successful candidate will be required to undergo a police information check.

To Apply:

Visit the Municipality of North Cowichan Career Portal at www.northcowichan.ca/jobs to apply for this position. Please note that all candidates must apply via the Career Portal; we do not accept resumes via email or hard copy.

Application Deadline:

Until Filled

