

DEPARTMENT:	Climate Action, Planning & Development	STATUS:	Regular Full Time
NO. OF POSITIONS:	One	UNION:	Exempt
HOURS OF WORK:	37.5 hours per week	SALARY:	\$129,884 - \$143,228 annually (2024 rates) + comprehensive benefits package

2023 was the hottest year in recorded human history. Human caused climate change is having a profound effect on all life on our planet. In 2019, New Westminster City Council declared a climate emergency, the second municipality in our region to formally acknowledge this call for action. Since that time, the City of New Westminster (“the City”) has taken bold steps to mitigate corporate and community emissions however there is much more work to do. The City has a unique opportunity for a passionate climate individual to join the newly formed Energy and Climate Action Department, where the climate action team is joining forces with the City's municipal electric utility to ensure a holistic approach to energy use and emissions reductions can be achieved; to deliver a resilient and climate friendly future for New Westminster.

The City has an exciting and challenging opportunity for a Manager, Climate Action, to lead the implementation of the City’s climate action commitments as defined in the Community Energy and Emissions Plan 2050 (CEEP), e-Mobility Strategy, and the Corporate Energy and Emissions Reduction Strategy (CEERS) that incorporates a climate equity focused approach. You will also oversee the development of the City's Climate Adaptation and Resilience Plan and promote that all organizational decisions need to be made through a climate action lens. Reporting to the Senior Manager of Climate Action, you will lead an expanded climate action team of passionate professionals within the new Energy and Climate Action Department, alongside the City’s municipal Electric Utility – the only City in Metro Vancouver to have its own utility creating exciting and unique synergies.

Your responsibilities will include:

- Planning, organizing, and directing the operations and programs of the climate action division and providing strategic direction, advice, and information
- Identifying and implementing innovative approaches to reduce electrical demand, and increase energy efficiency and generation, in collaboration with the Electrical Division.
- Monitoring and reporting on climate action plans progress and initiatives including the City’s low carbon fuel standard commitments.
- Developing community, corporate, and business Green House Gas inventories.
- Providing expert advice on capital projects and initiatives that have a carbon impact.
- Supporting the development and implementation of an integrated electrical vehicle charging strategy for the community and the City’s fleet.
- Leading community workshops and partner consultations on climate action initiatives.
- Leading climate action and sustainability initiatives across the organization.
- Participating in local, provincial, national, and international climate and sustainability initiatives as the City’s lead representative.
- Preparing and overseeing division business planning, budgeting, and financial reporting.
- Preparing reports and presentations to Council, committees, and a variety of other community interests and authorities.
- Supervising staff, including scheduling, assigning, and reviewing work, coaching, performance management, and recruitment and retention.
- Establishing and maintaining effective working relationships with a variety of internal and external partners.

If you have the following qualifications, we would like to hear from you:

- University degree in climate change and sustainability such as planning, environmental science, engineering, clean energy, or related and relevant field.
- Five to ten years of related work experience in progressively senior and complex sustainability roles that demonstrate a thorough knowledge of climate change and sustainability with two years at the management level.
- Experience developing and implementing municipal community energy and emissions plans and corporate energy and emissions strategies.

- Strong knowledge of climate equity, policy planning, GHG emissions reductions, energy management, climate change adaptation and planning, low carbon resilience, sustainable development, and asset management.
- Ability to analyze complex and diverse technical and administrative problems and determine appropriate action and solutions.
- Ability to conduct comprehensive research and analysis, write and present policy papers and reports regarding complex sustainability planning and policy matters.
- Ability to synthesize, pivot and act on emerging direction from other levels of government and changing organizational priorities related to climate action.
- Advanced computer skills including Microsoft Office, Excel, database management, visual representation of complex data, and large dataset analytics.
- Ability to administer and direct the operations of the division – plan, implement and coordinate programs and projects, and provide a high degree of effective leadership.
- Experience managing staff in a unionized environment, including employee professional development and motivation, attendance management, work planning and effectively achieving results.
- Ability to plan, assign and supervise the work of direct reports engaged in climate action data collection, outreach, education, policy development, administrative and office support duties.
- Ability to establish and maintain effective working relationships with elected officials, superiors, direct reports, businesses, the public and various other internal and external contacts.

New Westminster is in the “sweet spot” when it comes to employer size – you will have the diversity and variety of work to be challenged and growing every day. Many candidates who are considering this role may already work for another City. We offer flexible remote work options, a compressed work week, and a fun and rewarding culture where staff take their work seriously but not themselves. A public transit subsidy is available to reduce the cost of your climate friendly commute, as well as access to secured bike parking and subsidized recreational facility programs city-wide. At the City Hall building, there is access to an employee fitness center and full service cafeteria.

If you want to have a direct and positive impact on climate change, do not accept the status quo, believe that individuals can and do make a difference and possess many of the attributes and skills outlined, we would love to hear from you!

Apply online with your resume and cover letter in one document at www.newwestcity.ca/employment by February 22, 2024.

To support a workforce that reflects the diversity of our community; women, Indigenous Peoples, racialized individuals, persons of diverse sexual orientation, gender identity or expression (LGBTQ2S+), persons with disabilities, and others who may contribute to diversity of our workforce, are encouraged to express their interest.

New Westminster is on the unceded and unsurrendered land of the Halq'eméylem-speaking peoples.

It is acknowledged by the City that colonialism has made invisible their histories and connections to the land.

We are learning and building relationships with the people whose lands we are on.

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.