

DEPARTMENT:	Climate Action, Planning & Development	STATUS:	Regular Full Time
NO. OF POSITIONS:	One	UNION:	CUPE, Local 387
HOURS OF WORK:	35 hours per week*	SALARY:	\$50.13 to \$59.23 hourly + benefits

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’s City Council declared a climate emergency, the second municipality in our region to formally acknowledge this call for action. Since that time, the City has taken bold steps to mitigate corporate and community climate impacts however there is much more work that needs to be done.

The City is seeking a dedicated and passionate climate advocate to join our newly created Energy and Climate Action Department as a Planner 1 – Utility Program Coordinator. In this role, you will champion the promotion and development of “Energy Save New West”, a community focused program designed to improve energy efficiency and reduce greenhouse gas emissions in homes and businesses in New Westminster, through technical support, guidance on accessing provincial and utility incentive programs, and delivering innovative programs and incentives directly to the community the City serves. To be successful in this community facing role, you will need to have strong communication, marketing and promotion skills and be equally adept at research, analysis, and planning.

Guided by the Community Energy and Emissions Plan 2050 (CEEP), e-Mobility Strategy, and the Corporate Energy and Emissions Reduction Strategy (CEERS), you will be responsible for increasing participation in Energy Save New West, researching best practices in community based energy saving and emission reduction initiative, recommending improvements to existing programs and strategies and contributing to achieving the Department’s overall energy and climate action goals. To succeed in this role, you will need to apply an interdisciplinary approach and establish strong relationships with internal departments including planning, communications and engineering, and community partners, businesses and citizens.

As the City’s Community Utility Program Coordinator, you will:

- Review and implement a marketing strategy to promote and increase adoption of the City’s Energy Save New West program.
- Establish key performance indicators to measure the effectiveness of the City’s Energy Save New West program and other programs that support energy conservation emissions reduction.
- Research best practices on community-based energy and emissions programs.
- Assemble, research, analyze and interpret corporate and community energy use and emissions data to inform the City’s energy conservation and emission reduction efforts.
- Support the development and implementation of an overall plan, policies and by-laws written to address energy usage and emissions priorities.
- Prepare progress reports on energy saving and emissions reduction strategies and plans.
- Present energy saving and emissions reduction recommendations to Council, Committees of Council, Boards, departments, and community groups and agencies.
- Organize, participate in, report on, and support consultation with internal and community partners.
- Provide advice, information, and interpretation as the subject matter expert to internal staff and the community on energy savings and emissions reduction on organization and community facing initiatives.
- Participate in local, provincial, national, and international climate and sustainability initiatives.
- Work on other initiatives and responsibilities as assigned.

If you have many of these key competencies, we would like to hear from you:

- University degree in the field of climate change and sustainability such as planning, architecture, environmental science, engineering, clean energy, or related discipline; plus post-graduate degree in a related field. Sound experience related to the work or an equivalent combination of training and experience.
- Three or more years of related experience or an equivalent education and experience.
- Considerable knowledge related to marketing, customer service, planning, research, and policy development.
- Proven ability to market and promote community facing initiatives related to climate action.
- Ability to conduct comprehensive research and analysis, and to synthesize solutions from diverse information using critical thinking and logic.
- Strong data analytics and interpretation skills.
- Strong technical report writing skills.
- Demonstrated skill in public engagement and facilitation.
- Ability to manage multiple competing priorities and deadlines.
- Ability to juggle multiple objectives to develop integrated solutions.
- Excellent 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.
- Innovative and creative problem solver.
- Keen awareness of the principles of climate equity.

This is a full-time, permanent union position, 35 hours per week. It pays \$50.13 to \$59.23 per hour, depending on experience. The City has a generous benefits package, and the position is eligible for hybrid work and a compressed work week. A public transit subsidy is available

Apply online with your resume and cover letter in one document at www.newwestcity.ca/employment by April 19, 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.