

Town of Caledon

make a difference



Job Title: Supervisor, Energy & Environment
Closing Date: January 10, 2025 12:00PM EST

Town of Caledon is a dynamic municipality that successfully balances urban, rural, and agricultural communities. Our energetic staff are guided by our core values that create an environment for continuous improvement and customer service excellence.

In addition to offering exciting career opportunities, the Town also provides a competitive and comprehensive total rewards package. Come see how you can ***make a difference***.

The Opportunity

Reporting directly to the Commissioner, Engineering, Public Works & Transportation, this role is responsible for the supervision of Energy & Environment staff and champions the Town's corporate and community response to climate change. This role oversees the Town's Energy Conservation and Demand Management and Climate Change Mitigation and Adaptation Strategies. This is achieved through ensuring interdepartmental and external agency cooperation and strategic alignment. This role is responsible for facilitating the commitment of Council in declaring a Climate Change Emergency, ensuring the Town is able to reduce its emissions to net zero by 2050, and be prepared for climate change impacts, including extreme weather. As the Supervisor, Energy & Environment, you will perform the following duties, including but not limited to:

- Oversee the development and implementation of the Town's climate change adaptation and mitigation Strategies. This involves, prioritizing climate change initiatives, and providing technical support and collaborating with internal and external stakeholders in alignment with Council endorsed targets and the climate emergency declaration.
- Foster and secure partnerships with various agencies to build and streamline public/community and public/private partnerships and promotions to enhance the capacity of the Town and community to implement climate change initiatives.
- Review, monitor, make recommendations to the Commissioner and assist in delivering recommendation to the Corporate Leadership Team and Council on approaches to integrate climate change.
- Provide guidance and support to the Climate Change Division through coaching, professional development, annual work/strategic plans, conflict management, managing capital and operating budgets and managing changing resources/staffing conditions.



6311 Old Church Road
Caledon, ON L7C 1J6
www.caledon.ca

T. 905.584.2272 | 1.888.225.3366 | F. 905.584.4542

- Supervise in-house and contracted staff assigned to perform work and activities as defined herein. Collaborate with HR on people-related programs. Provide input to the career development of assigned staff, including technical direction, training recommendations, coaching and mentoring
- In collaboration with the Commissioner, develops the annual business plan, capital and operating budget for the Division. Manages the revenue and expenditure targets across the Division. Analyzes budget figures, reviews trends to direct appropriate expenditures and controls costs, and consults/collaborates with other Departments and outside organizations. Makes financial and procurement decisions in accordance with the Purchasing Bylaw.

The Ideal Candidate

We are seeking an Environmental professional with minimum education, training and/or knowledge in the above, normally acquired from a post-secondary degree in environmental studies, engineering, climate change or a closely related field. Our ideal candidate has 5 to 7 years related experience facilitating environment, sustainability, climate change, or energy management strategies, including experience at a management level.

The ideal candidate will have 1 to 3 years supervisory experience. We are seeking an individual with demonstrated knowledge and understanding of the principles of environmental policy development, familiarity with provincial and federal legislation in the area of climate change, experience with energy conservation, environmental sustainability, community development, municipal administration. This individual will also have demonstrated experience in helping to lead process improvement and service excellence initiatives where people are key participants. The incumbent will have strong ability to work collaboratively with multiple stakeholders from different agencies to gain support and secure partnerships.

The successful candidate for Supervisor, Energy & Environment will be required to work a flexible schedule, including in the office, remotely and after hours (as required).

This position offers a salary range of \$103,595.84 - \$129,494.80 plus a competitive benefit package.

Satisfactory passing of a criminal record check, and proof of qualifications will be required of any successful candidate(s) for this position.

The Town is committed to diversity and inclusivity in employment and welcomes applications from qualified individuals of diverse backgrounds. The Town is an equal opportunity employer that is committed to an inclusive and barrier-free workplace. If your application requires accommodation, please contact People Services at (905) 584-2272 Ext. 4738.

Applications for this posting will be accepted until January 10, 2025 12:00PM EST.

How To Apply

To learn more about employment with the Town of Caledon and to apply for this exciting and challenging opportunity, visit: www.caledon.ca/careers

If needed and upon request, this document can be made available in an alternative format.



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