

Town of Caledon

make a difference



Job Title: Specialist, Climate Change

The 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 (Vacancy: Replacement)

Reporting to the Supervisor, Energy and Environment, this role is responsible for the facilitation, project/program management, tracking of embedding a climate change lens throughout the community. Specifically, this involves either leading, or advising community groups, businesses, residents, nonprofit organizations and agency partners (i.e. Conservation Authorities) on the implementation and integration of climate change mitigation and adaptation throughout the community, in order to meet the needs of the Council Declared climate emergency and endorsed target of net zero emissions by 2050.

As the Specialist, Climate Change, you will perform the following duties, including but not limited to:

- Project management and implementation
 - Lead and manage multiple climate and energy projects, including community energy systems and district energy feasibility, with support of the Energy & Environment Supervisor.
 - Implement actions in the Resilient Caledon Community Climate Change Action Plan and periodic plan updates.
 - Review development applications and advise on emissions reduction, energy conservation and efficiency and resiliency opportunities.
 - Develop and implement tools such as voluntary sustainability assessment checklists for new development applications.
 - Lead implementation of municipal programs with the support of the Energy & Environment Supervisor (e.g. Bird Friendly City designation, Sustainable Neighbourhood Action Programs, residential retrofit programs, etc.).



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- Stakeholder Engagement
 - Maintain strong internal relationships and collaborate with other divisions. Provide climate expertise across divisions.
 - Participate in technical advisory committees, working groups and regional initiatives.
 - Facilitate partnerships with various agencies (corporate, government), non-profit organizations, utilities, developers, residents, universities and conservation authorities to streamline resources and workplans that enhance the capacity of the Town and community to address climate change.
- Policy and Legislation
 - Stay current on emerging trends in climate policy, energy systems and municipal sustainability.
 - Provide staff responses to legislation changes as it relates to climate change.
- Perform additional duties and undertake special projects as assigned.

The Ideal Candidate

We are seeking an experienced professional with a post-secondary degree in environmental studies, environmental planning, climate change, engineering or a closely related field. Our ideal candidate has a minimum of three (3) years' related experience facilitating environment, sustainability, climate change, or energy management strategies.

A master's degree in the field of climate change, environmental studies/science, environmental sustainability or a related field and municipal planning/land use background and courses are assets.

The ideal candidate will have experience in the development, planning and execution of communications and engagement strategies to implement programs and projects. We are seeking an individual who has excellent data analysis and interpretation skills, to inform project evaluation, priorities and interventions (i.e. energy and GHG emissions management).

The successful candidate for Specialist, Climate Change 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 \$87,912.40 to \$109,890.50 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 **September 10th, 2026, 12:00PM.***

The Town of Caledon does not use artificial intelligence (AI) technology for screening, assessing, or selecting candidates.

How To Apply



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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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