

Employment Opportunity

Senior Analyst, Buildings and Urban Solutions (Vancouver)

Position Overview

The Pembina Institute is seeking a highly motivated individual to join its B.C. team as Senior Analyst to support research and to develop and advocate for policy solutions that address the key energy and environment issues with the building sector in B.C. and Canada. We are seeking a driven and resourceful person with relevant industry and policy experience, strong analytical skills, a solid work ethic and the entrepreneurial spirit to lead the development of a new initiative. The candidate should have proven experience and the ability to thrive with limited supervision. This full-time (40 hours a week) position may require travel and overtime.

Are you excited to lead the charge in developing new business models and public policies to transform how we design, build, operate, and refurbish the spaces where we play, work, and live? Are you a strategic thinker with project management prowess?

We're looking for someone to spearhead major projects in our buildings and urban solutions program, such as leading the implementation of our Affordable Housing Renewal project to develop a pathway for deep energy retrofits in the social housing sector. This position would include working with stakeholders, assessing energy and non-energy benefits, identifying financing and regulatory barriers and advancing possible solutions.

Why the Pembina Institute?

The Pembina Institute is a national non-partisan think tank that advocates for strong, effective policies to support Canada's clean energy transition. Through research, consulting and convening, we employ multi-faceted and highly collaborative approaches to change to reduce the environmental impacts of energy production and use.

Our people are passionate about sustainability and dedicated to enabling positive social change. Our organizational culture encourages creativity and collaboration, and we offer a flexible and fast-paced work environment that rewards honest character, personal initiative and innovation. The successful candidate will join our dynamic team of nationally recognized professionals working on delivering clean energy solutions into the hands of Canada's decision makers and key influencers.

Compensation and Benefits

The salary rate is competitive for a senior analyst in the environmental in the non-profit sector and will be based on skills, experience and qualifications of the successful candidate.

Benefits include:

- extended health and dental
- four weeks of holidays per year
- flexible work hours
- strong growth potential in an entrepreneurial business environment
- RRSP plan
- training and development opportunities

Further terms of employment will be discussed with candidates during the interview process.

Roles and Responsibilities

- Lead the implementation of our Affordable Housing Renewal project (<http://www.pembina.org/blog/affordable-housing-renewal>) to develop a pathway for deep energy retrofits in the social housing sector: organize a design competition, work with stakeholders to define terms of RFP, assess energy and non-energy benefits, identify financing and regulatory barriers and advance possible solutions
- Lead and manage research projects from inception to delivery
- Develop and support implementation of strong public policy to support public discourse and action on environmental, climate and energy solutions
- Conduct thorough technical, quantitative and qualitative analyses of solutions
- Create high-quality project deliverables, including reports, presentations, briefing notes and funding proposals
- Develop and maintain constructive relationships with government, industry leaders, technology providers, thought leaders, and other ENGOs
- Cultivate relationships with individuals who have the power to influence decision makers
- Represent the Pembina Institute's views at meetings, regulatory hearings and presentations, and to the media

Essential Skills and Qualifications

Candidates must clearly reflect the following skills and experience in their application.

Candidates may also wish to provide examples of additional qualifications and describe how they would apply these in a role at the Pembina Institute.

- Minimum of an undergraduate degree in engineering, building sciences, business management or equivalent; and/or extensive experience in construction management and/or design and/or property management
- Three to five years of work experience in the private, non-governmental, or government sectors on energy issues in the building sector
- Demonstrated ability to conduct quantitative and qualitative technical research in the area of energy and construction
- Ability to communicate complex technical matters in plain language
- Knowledge of the challenges and opportunities with energy, environmental and climate policy in the building sector
- Demonstrated commitment to sustainability and social change through educational, professional, and volunteer experiences
- Strong interpersonal skills and ability to work with a wide array of stakeholders
- Excellent communication (oral and written)
- Self-motivated and results-oriented, with the ability to take initiative and work independently with minimum supervision

Other Valuable Qualifications

- A master's degree in engineering, sciences, economics, law or public policy or related field
- Prior experience in the design, management, or procurement of energy retrofits and/or construction projects
- Familiarity with energy conservation measures for buildings, real estate assessment practices, development practices
- Prior experience with energy and/or environmental policy advocacy and regulatory reform for environmental protection in the energy sector
- Direct experience in developing or implementing B.C. and/or federal environmental policy and regulation
- Direct experience in political decision-making
- Experience in public speaking
- Media experience
- Experience in facilitation and/or in chairing meetings and group processes

To Apply

Email your cover letter and resume to careers@pembina.org. Please ensure the following:

- Subject line includes Senior Analyst BUS and your last name
- Cover letter (max. two pages) explains why you are interested in working with the Pembina Institute and how your skills and qualifications meet the criteria outlined for this position
- Resume outlines your relevant skills, education and experience
- Cover letter and resume are saved as one PDF document using the naming convention lastnamefirstletter-application-position-year.pdf
 - example: smithm-application- Senior Analyst BUS-2018.pdf

Application deadline: 11:59 p.m. on Sunday, March 4, 2018.

The Pembina Institute is an equal opportunity employer.

We thank all applicants for their interest but only those selected for an interview will be contacted.