

## Employment Opportunity

## Analyst, Buildings and Urban Solutions (Vancouver)

### Position Overview

The Pembina Institute, in partnership with QuadReal, is seeking a highly motivated individual to join its B.C. team as an analyst to support research for policy solutions to climate and energy challenges in the building sector. This is a one-year contract, with possibility of renewal. The position includes part-time placement with QuadReal, a Canadian real estate investment, development and management company with a strong commitment to Canada's climate target.

We are seeking a recent graduate with relevant industry and policy experience, strong analytical skills, and solid work ethics. This position is supported by grants from MITACS and Environment Canada; the candidate must meet the eligibility criteria of these funding programs (see below). This is a full-time (40 hours a week) position.

### Why now?

With flooding and wildfires on the rise, the negative effects of human-caused climate change are being felt here and now across British Columbia. To reduce our carbon pollution and meet our Paris commitments we will need to decarbonize the building sector by 2050. To achieve this, we must retrofit about 3% of our buildings each year: 30,000 homes, three millions square metres of commercial and institutional space, and one million square metres of apartments. We also must transform the construction industry to make the niche the norm: by 2030, we must ensure that all new projects are high performance buildings.

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? We need smart and creative people who can work with governments, industry and the non-government sector to successfully find solutions in these interesting and dynamic times.

### 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.

This position will also feature part-time placement (two days a week) with QuadReal, one of Canada's leading real estate investment, development and management companies, offering a unique opportunity to make the connections between public policy and private-sector sustainability practice. QuadReal manages over 40 million square feet of real estate in Canada and around 12,000 multi-residential rental units.

## Compensation and Benefits

Salary: \$40,000 year

Benefits include:

- three weeks of holidays per year
- flexible work hours
- strong growth potential in an entrepreneurial business environment
- training and development opportunities

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

## Roles and Responsibilities

- 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
- Support systematic review of recent energy audits and compile financial, energy and carbon analysis for recommended short-term improvements as well as recommendations for deep retrofit opportunities
- 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, other ENGOS, and First Nations
- 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

## Skills and Qualifications

Candidates must clearly reflect, with examples, 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, sciences, economics, business, law or public policy
- 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

This position is funded in part by a grant from Environment Canada, which has the following eligibility requirements:

- No more than 30 years of age at the start of the internship
- Canadian citizen, permanent resident or person granted refugee status in Canada
- Legally allowed to work according to the relevant provincial and Canadian legislation and regulations
- Not receiving employment insurance during their internship
- Not a previous participant in a Career Focus Internship of the Government of Canada's Youth Employment Strategy

## 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 residential 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 facilitation and/or in chairing meetings and group processes

## To Apply

Email your cover letter and resume to [careers@pembina.org](mailto:careers@pembina.org). Please ensure the following:

- Subject line includes 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 (**including the eligibility requirements for the employment grant**, see above)
- 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-AnalystBUS-2018.pdf

**Application deadline:** 11:59 p.m. PST on June 14, 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.*