



Thessalon First Nation

Job Posting

Energy Liaison Coordinator

18 Month Contract Position

Title: Energy Liaison Coordinator

Reports To: Mike Chiblow, Community & Engagement Coordinator

DEADLINE: **Thursday July 6th, 2017 at 12 o'clock sharp.**

Primary Duties

This position may include but is not limited to project planning, scheduling, allocation of personnel and resources, budgeting, and regular communication with community members, staff, management and leadership. Developing and administering project proposals, work plans, and projects costing, budgeting for energy related initiatives in the community. Completing action items set out in the TFN community energy plan. Act as an energy education conservation resource for the community and its members. Developing funding strategy for solar installations. This position will also include public consultation and will require written reports. Assist with any other projects as they come up.

Role

The Role of the Energy Liaison Coordinator is to work with the community and staff to implement the community energy plan with a focus on public education of energy saving strategies, as well as, develop funding strategies for renewable energy projects. Implement funding strategies to initiate solar installation project.

Deliverables

The Energy Liaison will be responsible for:

- a written report and conducting presentations within the community.
- Community smart energy savings measurement tool.
- Funding strategies for renewable energy projects.
- Pilot projects for solar installations.

Duties

- Create Reports on findings
- Prepare information packages for the community.
- Hold community information sessions.
- Build positive relationship with community regarding renewable energy and solar projects.
- Utilize Special Projects committee (yet to be organized) for help and direction to implement the Community Energy Plan (CEP).
- Develop and implement funding strategies for renewable energy pilot projects.
- Other duties as assigned.

Qualifications

- Post-secondary education in a science, energy, or environment related discipline preferred;
- Experience with community presentations preferred;
- Advanced computer skills;
- Ability to work outside and at heights;
- Experience in report writing;
- Strong fundamental skills;
- Ability to work as a team member and independently;
- Strong coordination and leadership skills;
- Excellent written and oral communications skills;
- Use of an automobile, valid driver's licence and appropriate insurance is an asset;
- Ability to work flexible hours;
- Experience with solar and/or other renewable energy projects preferred.

To encourage local capacity development, Thessalon First Nation band members and community members will be given preference.

How to Apply:

At the Band Office or by email to:

By Mail or delivered to:

Mary Jane Wardell, Band Manager

Thessalon First Nation
40 Sugarbush Road,
Thessalon, ON P0R 1L0

Or by email:

mjwardell.tfn@vianet.ca

DEADLINE: Thursday, July 6th, 2017 by 12:00pm **noon** -sharp.