

Senior Manager, Residential Energy Job Posting

DATE POSTED: 13 January 2023

EMPLOYMENT: Permanent. Minimum 22.5 hours/week (0.6FTE) with the opportunity to work up to 30 hours/week

SALARY RANGE: \$65-70K per year (based on 1.0FTE), Remote Work Stipend, Benefits

LOCATION: Remote, anywhere in Canada. Must be able to work within GCC's core working hours of 11am-3pm ET

APPLICATION DEADLINE: 8 February 2023, 5 pm ET

START DATE: As soon as possible

Organizational Background:

Sustainable and climate-ready communities are needed. GCC has been leading a community-based climate action movement for more than 25 years, working together with our members from across the country to advance transformative, equitable, and lasting change. As a membership-based organization, our mission is to connect community-based climate action groups through a national network to share resources, co-design innovative programming, and elevate the collective impact of GCC members. GCC's current program areas of focus are home energy efficiency, green infrastructure, and sustainable transportation.

The Position:

Are you an experienced residential energy professional looking to lead change at a national environmental non-profit? GCC is hiring a Manager to join our Residential Energy team and lead our Deep Energy Retrofits program. As the Manager, you will oversee the strategy for key initiatives, inspiring and supporting our team and network of Member Organizations to deepen their impact. This work is urgently needed, and in your role, you will have the opportunity to build competencies and capacity within communities and to accelerate momentum toward a low carbon future. This position works in collaboration with our EnerGuide Service Organization Manager, Quality Assurance Manager, and Energy Coordinator to offer training and support to Registered Energy Advisors and related professionals working on the ground across Canada.

Key Responsibilities:

- **Strategic Project Management**
 - Lead the strategic development and implementation of GCC's Deep Energy Retrofits program:
 - Development and growth of the Deep Energy Retrofit Knowledge Centre
 - Integration of deep energy retrofit policy, program, and training supports for REAs, energy professionals, and partner organizations
 - Scale-up of residential deep energy resources for local communities
 - Participate in and monitor key funding deliverables, budgets, and deadlines
 - Represent GCC's Deep Energy Retrofits work in the media, with funding agencies, at professional conferences, or for the public, as required

- **Team Leadership and Network Management**
 - Contribute to a cooperative and effective team, in collaboration with GCC's Service Organization Manager and Quality Assurance Manager
 - Develop project work plans to ensure key deliverables are achieved
 - Oversee day-to-day operations of the Deep Energy Retrofit program
 - Lead GCC's Deep Energy Retrofit Community of Practice
 - Support Member activities connected to GCC's programs and identify opportunities to work collaboratively where possible
- **Fund & Organizational Development**
 - Identify strategic opportunities for new funding and programming
 - Lead funding applications in collaboration with ED and energy team
 - Communicate with funders and lead reporting
 - Contribute to development of organizational processes, policies, and structures
 - Plan and lead strategic development communications for the program

Qualifications & Attributes:

- Minimum 5 years of experience in climate change mitigation and energy efficiency
- Excellent leadership and interpersonal skills, including team building, facilitation, negotiation, conflict resolution, coaching and mentoring
- Knowledge of EnerGuide Rating System, and the role of Service Organizations and Registered Energy Advisors
- Proven strategic planning competency and experience
- Strong organizational skills, including time-management
- Proven experience managing projects and delivering work within budget and timeline
- Strong communication skills, written and verbal
- Proven experience collaborating with diverse stakeholder groups
- Excellent English language skills required, French language skills are an asset

How to Apply:

Qualified candidates are invited to submit the following materials in a single PDF file to info@greencommunitiescanada.org with the subject line "Senior Manager, Energy":

- Cover letter (1 page maximum)
- CV (2 pages maximum)

We sincerely thank all applicants; however, we will only be able to personally contact those selected for an interview.

Green Communities Canada invites applications from all qualified individuals. GCC is committed to employment equity and diversity in the workplace. As part of our commitment to racial justice and reconciliation, GCC is actively encouraging Black, Indigenous, and People of Colour candidates to apply for this position. We welcome and encourage applications from people with disabilities and people of any sexual orientation or gender identity. We are committed to a selection process and work environment that is inclusive and barrier-free. We encourage applicants to self-identify if they wish to do so.

Green Communities Canada acknowledges the many treaty and traditional territories of Indigenous Nations throughout Canada. We are grateful for the continued work of many First Nations, Métis, and Inuit peoples who are the original caretakers of the Land and Waters. In our work as environmental leaders, we have a responsibility to respect Indigenous perspectives and elevate Indigenous voices.



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