

# Engagement Specialist – Indigenous Communities and Local Governments

## Overview

**Community Energy Association (CEA)** is seeking a new member of our team to help build and strengthen relations with the Indigenous communities we serve. We are looking for individuals who are knowledgeable about BC's Indigenous communities and who have a personal connection to and respect for the history, traditions and cultures of British Columbia's Indigenous peoples.

This creative and strategic engagement professional will develop and implement engagement strategies to support all CEA projects. This is a mid-to-senior level role that will work closely with our Communications Team and Indigenous Projects Team, with significant opportunity to bring great ideas to the table while leveraging CEA's existing strategies to accelerate our work with both Indigenous communities and local governments.

**Our team** of 30 continually inspire each other by being profoundly committed, each day, to our shared purpose and to delivering high-quality, impactful work. To continue to empower personal and organizational excellence, CEA respects and supports each staff as necessary, including work flexibility and professional development. To learn more about our policy on caring for clients, people and planet, you can read our report, [Going Beyond](#).

**Our work** with Indigenous communities includes the development of energy and greenhouse gas inventories, plans and targets, support of retrofit projects and installation of EV charging stations, capacity building, and support of evolving Provincial policy and funding approaches. As an organization, we recognize the need for ongoing learning to better serve Indigenous communities and make continuous progress towards reconciliation. Our work for local governments includes developing and re-booting community energy plans, creating plans for local government operations, drafting policy for local governments, publishing research, educating local government staff and elected officials, celebrating local government achievements, assessing renewable energy opportunities, and deploying related infrastructure.

## About the Position

- Compensation: This position is in our C2 Salary band of \$65,000-\$85,000 (based on 35-hour work week); salary will be commensurate with experience
- Employment type: Permanent salaried staff (flexible 35 hours/week)
- Location: Flexible within BC
- Workplace: Home office and/or onsite (location-dependent), some engagement-related travel is expected.
- Benefits: 5 weeks of vacation, flexible work hours, competitive benefits including medical/dental

The new CEA Engagement Specialist will have the range of skills needed to develop and deliver community-wide engagement programs, a demonstrated level of understanding of and experience working with Indigenous Nations and a deep commitment to accelerating climate action in all communities.

We value lived experience and/or learned knowledge of Indigenous worldviews, flexible, innovative and strategic thinking, an ability to build strong client relationships, excellent communication skills, event-planning experience and the ability to manage multiple projects at the same time. Experience in climate and/or sustainability communications is a significant asset.

## Core duties:

### Writing

- Preparing engagement and communications strategies
- Supporting the development of community outreach content
- Preparing community engagement summary reports
- Completing funding applications and project proposals

### Engagement Planning & Implementation

- Planning and managing full community engagement programs
- Ensuring inclusive engagement programming
- Being a primary liaison with project funders, clients and key stakeholders

### Opportunity Development

- Identifying project and funding opportunities for CEA
- Building culturally appropriate and respectful relationships
- Actively promoting CEA's experience through speaking engagements, conferences and networking
- Supporting collaboration between specific Indigenous communities and local governments

### Project Management and Delivery

- Working fluidly in a team environment to deliver projects on time and on budget
- If at the senior end of the salary scale, mentoring junior staff in engagement roles

## Key Skills & Experience

We are looking for a team member who has direct experience building relationships and engaging with British Columbia's Indigenous communities. Desired qualifications include:

- A degree in a relevant field or equivalent community engagement qualifications and experience
- For the junior end of the salary range, at least two years experience directly engaging with or on behalf of Indigenous communities and at least five years experience at the senior end of the salary range

Other skills that will help you succeed:

- Time management; must be confident juggling competing deadlines
- Ability to work independently while also collaborating with a distributed staff team
- Comfortable working in a fast-paced work environment
- Well organized and able to meet client goals, deliverables
- Good written and oral communication skills
- Must possess a valid Class 5 B.C. Driver's License
- Must be able to travel to support meetings and events within Indigenous communities when necessary

Potential candidates will preferably identify as Indigenous or have Indigenous lived experience and a proven record of accomplishment of working well with Indigenous people.

## To Apply

Apply to [HR@Communityenergy.bc.ca](mailto:HR@Communityenergy.bc.ca) by **9:00am Pacific time, August 15, 2022**. We thank all applicants for your interest. However, we will only contact those shortlisted for an interview. NO telephone inquiries please.

- Send a one-to-two page resume and contact information for at least 2 references
- Demonstrate a) why you want this position, b) what skills you would bring to the team and c) the linkages between Indigenous world views and climate action by submitting one of the following:
  - A one-page summary of work you have done in the past including any links to websites, **or**
  - Links to a reading, video, poem, or piece of visual art (etc.), accompanied by a paragraph or two that explains how it is relevant, **or**
  - A link to a short (no more than three minutes) self-created YouTube video (with either yourself speaking directly on camera or a voice-over of other material you have selected).

## Learn More about CEA

[www.communityenergy.ca](http://www.communityenergy.ca)

<http://acceleratekootenays.ca/>

<http://www.bcmclc.ca/>

<https://bcclimateleaders.ca/>

<https://closingtheloop.ca/?>

<https://mcahub.ca/>