

∆אל ח∨איירוא Cree Nation Government Gouvernement de la Nation Crie

Job Posting

Career Opportunity: Climate Change Coordinator

Department: Environment and Remedial Works **Salary Grade 6:** (Min. \$57,754.00 – Max. \$77,102.00) **Status:** Contractual/3 Year Funding Agreement

Core Functions

The Climate Change Coordinator is responsible for leading the Climate Monitoring project which includes monitoring, communication, research and management of projects related to Climate change initiatives. More specifically, this includes liaising with all pertinent internal and external parties to guarantee project advancement, proper management, and coordination with local governments.

Functional Responsibilities

- Coordinate the installation of climate stations as a pilot project in Eeyou Istchee.
- Perform a gap analysis of weather and climate data in Eeyou Istchee in collaboration with
- Meteorological Service Canada/ Environment and Climate Change Canada (MSC/ECCC).
- Coordinate the implementation of special projects within the organization related to the Provincial Green Economy Plan.
- Research and apply for new funding opportunities related to Climate change initiatives.
- Respond to requests for technical assistance from local government projects funded through the climate change funding initiatives.
- Keep up to date on all laws, regulations and directives related to climate change.
- Coordinate with internal and external stakeholders to create a database of climate change information for Eeyou Istchee.
- Manage the budget for the current climate change project and any new ones initiated.

Interaction/Communication Responsibilities

- Provide advice, guidance, training, and support to communities in relation to the responsibilities at the local level for all matters relating to projects funded through climate change funding initiatives managed by the department.
- Provide technical support to the organization and local governments to evaluate needs for projects, the review of studies and the preparation and evaluation of technical documents required for the tendering process.

Administrative/Reporting Responsibilities

- Provide quarterly reports on the status of projects and present when needed.
- Participate in preparing the climate change related budget for the ERW department team and monitor it upon request.
- Coordinate the work of all professional services related to projects on an as-needed basis.
- Chair and facilitate meetings when needed and distribute minutes to project team members.

Other Responsibilities

Maintain up-to-date knowledge and skills in area(s) of responsibility.



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Perform other duties as required.

Education and Certification

• Bachelor's degree in Meteorology, Environmental Science, or a related field.

Experience

- Five to eight years of relevant work experience.
- Experience in project management in a northern context an asset

Languages

- Fluency in English.
- Fluency in verbal Cree and French is an asset.

Knowledge and Abilities

- Advanced knowledge of project management, climate change and northern issues.
- Good knowledge of available funding initiatives and procedures.
- Strong organizational and research skills and the ability to coordinate multiple projects.
- Proven ability to problem-solve, to think analytically, and to take initiative.
- Must be a self-starter with the ability to work well independently.
- Proven success in maintaining strong communications and working relationships.
- Proven ability to be discreet and maintain confidentiality.
- Demonstrated ability to work under significant pressure and to adapt to a changing environment.
- Proficiency in Microsoft Office products and GIS software (ArcGIS and/or other).

Additional Requirements

- Willingness to work both in an office setting and outside.
- Willingness to travel occasionally.

The Cree Nation Government may, at its discretion, waive any or all of the aforementioned requirements if a suitable candidate who is a JBNQA beneficiary accepts to follow a training plan determined by the Cree Nation Government as a condition of employment.

Application Period

From April 7, 2021 to April 23, 2021

Application

Your application must be sent by email with the competition number: ERWD-210401-1