



Climate Action Coordinator

This position is dependent on receiving funding through the **Career Launcher Internship Program grant** and therefore applicants must meet the following requirements, should the application be approved:

- Be a graduate of a post-secondary science, technology, engineering, or mathematics (STEM) program with a demonstrated focus on climate action
- Be between 15 and 30 years of age at the start of employment
- Be a Canadian citizen, permanent resident, or person to whom refugee protection has been conferred under the Immigration and Refugee Protection Act for the duration of employment
- A valid Social Insurance Number at the start of employment and be legally entitled to work in Canada in accordance with relevant provincial or territorial legislation and regulations
- International applicants are not eligible participants

Sooke embraces our natural assets including local parks, trails, waterways and oceanfronts; we honour the history of the lands of the T'Sou-ke and Sc'ianew (Cheanuh) First Nations within the Coast Salish Territory.

"Where the rainforest meets the sea." Characterized by warm, dry summers and mild winters, Sooke's pleasant climate is a year-round paradise for those who enjoy outdoor activities, such as hiking, biking, kayaking, or sailing.

Our team welcomes those who share our values of accountability, compassion, leading by example, respect, and service excellence to apply for this exciting opportunity.

The District of Sooke has an auxiliary graduate employment opportunity for a Climate Action Coordinator to support the District in developing and implementing climate action mitigation and adaption strategies, and monitoring and measuring our progress.

The District of Sooke has committed to reduce Greenhouse Gas ("GHG") emissions by seven percent (7%) per year until 2030. Through the 7% solution under development by the District's Climate Action Committee, homeowners and building owners will be encouraged to convert their heating system using clean tech (heat pumps), and commuters will be encouraged to change their mode of transportation or drive less often. The District will also be making changes within the corporation to reduce GHG emissions.

The Climate Action Coordinator will develop and implement programs that will help achieve the District's climate action commitments. Relationship and network-building is an important part of this auxiliary position, along with research of policies and clean tech climate mitigation best practices, and application of those best practices in the District.

The anticipated start date is November 8, 2021, through to August 5, 2022.

Reporting to the Chief Administrative Officer, this auxiliary position will be performing the following duties:

- Acts as a champion for the Council-approved Low Carbon Resilience (“LCR”) Tool, by developing its use in District decision-making.
- Identifies data sources and sets up a monitoring system with baselines, measurement methods and schedules that will allow annual reporting on how the District is achieving its target of 7% GHG reduction each year until 2030. This work may include local data collection.
- Recommends new technology, new processes, and/or goods or services that will help achieve the District’s 7% annual GHG reduction target.
- Develops a metric that demonstrates the LCR of the District of Sooke.
- Develops a Climate Action Wayfinding toolkit to help Sooke citizens retrofit their home energy systems and adopt transportation methods that do not depend on fossil fuels.
- Contributes to Communications Plans and materials to promote the Climate Action Toolkit.
- Responds to citizen and business inquiries about the Climate Action Toolkit.
- Builds and maintains relationships with local organizations and citizen groups that can help champion climate action in Sooke.
- Researches local government climate solutions that may be considered in Sooke, and writes reports and makes presentations to Council-appointed Committees.
- Recommends community action on climate change.
- Recommends climate action policies to the District (i.e. facilities improvements, fleet switching).

To be considered for this role, applicants must meet the **Career Launcher Internship Program grant requirements** and should have:

- Volunteer or work experience with climate action or sustainability
- Basic knowledge of municipal, provincial, and federal climate action policies and programs

Additional consideration may be given to applicants with the following qualifications:

- Public sector experience or a combination of training and education
- Experience communicating clean tech processes, goods, or services to an audience without a scientific background

We welcome applications from diverse groups. If you are an indigenous youth, a youth living with disabilities, or a youth from a visible minority group, please indicate this in your application (note: providing this information is voluntary).

This is a CUPE Local 374 position.

The 2021 rate for the Climate Action Intern is \$35.10/hour, plus 15% in lieu of benefits. Please visit the career page of our website at www.sooke.ca/employment.

Please quote **2017-017 Climate Action Coordinator** in the subject of your email, and submit your detailed resume and cover letter, in PDF format, outlining your interest and experience for this opportunity to hr-jobs@sooke.ca.

Closing date for receipt of applications is 9:00 p.m. on Monday, October 18, 2021.

The District of Sooke thanks all applicants for their interest and advises that only those to be interviewed will be contacted.