

# Job Posting: Policy Analyst



## What is Efficiency Canada?

Efficiency Canada is a new organization that will provide a national voice for an energy efficient economy. Efficiency is a low-cost and abundant energy resource that must become top of mind amongst policymakers and consumers for Canada to move towards a sustainable future.

Housed at Carleton University, part advocacy organization, part think-tank, part data-driven start-up, Efficiency Canada will **advocate** to make our country a global leader in energy efficiency. We will **convene** people from across Canada's economy to work together to advance policies required to take full advantage of energy efficiency. And we will **communicate** the best research out there to build a more productive economy, sustainable environment, and better life for Canadians.

Our goal is to make energy efficiency – through an economic lens – top of mind for policy makers. To do that, we aim to make the complex, simple; the story, compelling; the stakeholders, heroes; the mundane, exciting.

We are looking for the BEST people to help achieve that goal.

If you are passionate about Canada's energy transition you could be part of building a new organization to accelerate energy efficiency. We are building a fun, mission-oriented, and collaborative culture. There will be opportunities to learn, develop, and strategize. You will be part of the team at Efficiency Canada, and an extended network of sustainable energy allies and experts.

## What we Want you to Do?

The policy analyst should have a passion for using information to change policies and the political conversation. You will work closely with the Policy Director, in collaboration with communications and administrative staff to:

- Track and analyze energy efficiency policies across Canada
- Research energy efficiency best practices, emerging issues, and the growth/characteristics of the energy efficiency sector
- Support the development of a national energy efficiency network
- Understand complex technical and policy concepts and then communicate them clearly and succinctly for a public audience
- Convene stakeholders to grapple with public policy issues

## What are the Qualifications?

- A university or college degree in a related field, such as public policy, economics, engineering, environmental studies, or political science
- Demonstrated interest in energy policy and/or energy efficiency, preferably including work experience and/or coursework
- Excellent writing skills
- Familiarity with qualitative and quantitative research methods

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- At ease with numbers. Experience with Microsoft Excel. Familiarity with data analytics and data visualization is an asset
- Project management skills
- Familiarity with customer relations management software (e.g. NationBuilder) is an asset
- Passionate commitment to the mission and objectives of Efficiency Canada
- Bilingualism is an asset

## Preferred Start Date

July, 2018

This position can be based in Ottawa (Carleton University). Other locations will also be considered.

## Salary/Benefits

Commensurate with qualifications and experience.

## How to Apply

Send a cover letter and resume to [info@efficiencycanada.org](mailto:info@efficiencycanada.org) and use "Policy Analyst (your name)" in the subject line.

## Deadline for Application

5:00pm, May 30, 2018

## Carleton University's Employment Equity Program

Carleton University is committed to equity in all aspects of employment. The University is dedicated to the elimination of discrimination and harassment; the removal of systemic barriers and the promotion of employment equity. This commitment is clearly articulated in the University's Human Rights Policies and Procedures.

Carleton University is a federal contractor and complies with the Federal Contractors Program, the purpose of which is "to achieve equality in the workplace so that no person shall be denied employment opportunities or benefits for reasons unrelated to ability and, in the fulfilment of that goal, to correct the conditions of disadvantage in employment experienced by (the four designated groups) women, Aboriginal Peoples, persons with disabilities and members of visible minorities by giving effect to the principle that employment equity means more than treating persons in the same way but also requires special measures and the accommodation of differences."