

## **Job Posting: Community Organizer**

### **About Efficiency Canada**

Efficiency Canada is the national voice for an energy efficient economy, housed at Carleton University's Sustainable Energy Research Centre. Our mission is to create a sustainable environment and better life for all Canadians by making our country a global leader in energy efficiency policy, technology, and jobs.

We conduct rigorous policy analysis; communicate compelling narratives; and convene and mobilize Canada's dynamic energy efficiency sector.

### **About the Position**

In 2019, Efficiency Canada worked to "put efficiency on the map", through foundational programs such as **Our Human Energy** and the **Canadian Provincial Energy Efficiency Scorecard**. In 2020, we plan to advance energy efficiency policy across Canada through an ambitious agenda that features organizing and mobilizing the more than 436,000 people who work in energy efficiency. Using their knowledge of facilitating and mobilizing, the Community Organizer will be responsible for, but not limited to:

- Developing and implementing sound organizing strategies, recruiting regional leadership, running meetings, organizing networking events, and facilitating training
- Facilitating meetings, workshops and conference calls to provide opportunities for the sector to discuss issues, learn about the political process, discuss current events impacting the sector, and identify upcoming local advocacy opportunities
- Conducting regular outreach to build awareness and increase participation in new organizing initiatives
- Identifying and developing local leaders, across Canada, through meetings, events and other forms of local engagement
- Supporting advocacy strategies that support energy efficiency policies
- Facilitating quarterly webinar calls for Allies
- Networking with similar advocacy groups that are organizing related campaigns
- Growing and maintaining well-organized lists and updated statistics to facilitate increasing member involvement using NationBuilder and other digital tools.
- Acting as a public advocate for energy efficiency

All employees participate as an active member of the Efficiency Canada team, including participating in daily check-in calls and other regular team meetings. The Community Organizer will report directly to the Director, Stakeholder Engagement.

## Essential Qualifications

- Minimum 3 years previous experience working as a community organizer or related role
- Experience in developing and implementing approaches to community organizing, mobilizing, and engagement
- Ability to strategize and work with groups to develop advocacy campaigns and tactics
- Excellent organizational skills with ability to manage diverse projects simultaneously
- Experience with event management, including facilitation, logistics, sponsorship and budget management
- Strong writing and communications capabilities, including experience in digital outreach
- Comfort with social media, digital communication, and presenting
- Experience working with diverse stakeholder groups in both public and private sectors
- Outgoing personality and ability to work with people from a variety of backgrounds
- Ability to work independently, with the comfort to ask for help, when needed
- Positive, proactive and personable team player
- Passionate commitment to the mission and objectives of Efficiency Canada
- Bachelor's degree in related field, or five years of related experience
- Must have the ability to travel within Canada

## Asset Qualifications

- Knowledge of federal and provincial energy efficiency policies and programs
- Experience working with coalitions
- Strong network of energy efficiency stakeholders across Canada
- Experience with NationBuilder
- Fully bilingual in English and French

## Working at Efficiency Canada

Efficiency Canada is mission driven and fiercely independent, embracing an entrepreneurial attitude to our work. Our employees have each other's back and promote each other's success. We practice integrity, honesty, open communication, and discipline. At Efficiency Canada, we believe in giving back as well as having fun at work. Above all, we respect each other's differences and embrace what we can accomplish together.

Efficiency Canada encourages and supports a flexible work environment, through employing a mix of virtual office tools (e.g. Google Hangout, Slack, Zoom) along with in-person meetings to advance our mission.

## Compensation

Efficiency Canada is a grant-based research organization of Carleton University. Carleton University offers its employees a competitive salary, vacation, and health benefits package. The annual salary for this position is \$65,000.

## Application deadline

The deadline for application is **February 09, 2020 at 11:59 pm ET**. Applicants are encouraged to apply earlier and up until the deadline. The ideal start date for the successful applicant is **March 09, 2020**.

Preference will be given to candidates based in Ottawa, Ontario.

## How to apply

If you would like to join our team, please submit a cover letter and resume to [info@efficiencycanada.org](mailto:info@efficiencycanada.org) following these instructions:

- Use “Community Organizer (your name)” as the subject line
- Your cover letter and resume must be submitted as PDF files and named in this format: LastName\_FirstName\_Cover and LastName\_FirstName\_Resume

We thank all applicants in advance for their application, but be advised that only applicants selected for an interview will be contacted.

## 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.