

# EMPLOYMENT OPPORTUNITY



## **The Confederacy of Mainland Mi'kmaq Department of Community Service and Infrastructure *Renewable Energy Project Coordinator***

### **About CMM**

The Confederacy of Mainland Mi'kmaq (The CMM) is a Tribal Council representing eight Mi'kmaq communities of mainland Nova Scotia. Our mission is to proactively promote and assist Mi'kmaq communities' initiatives towards self-determination and enhancement of community. The CMM is located in the Millbrook Mi'kmaq Community in Nova Scotia and has over 160 Employees. The CMM's Department of Infrastructure & Community Services (DCSI) is currently looking for an energetic, and independent candidate to fill the role of **Renewable Energy Project Coordinator**.

### **Position Overview**

Under the direction of the Director of Community Services and Infrastructure and reporting to the Community Development and Housing Manager, the Renewable Energy Project Coordinator will be comfortable and familiar with various types of renewable energies and have strong skills in community engagement and education.

In partnership with Clean Foundation, this position will work as a member of the Clean Energy & Equity Network (CEEN). CEEN works to increase diversity and inclusion in the energy efficiency and renewable energy sector in Nova Scotia, as well as increase the knowledge of, and practical experience in, clean energy among Indigenous communities of Nova Scotia. The Renewable Energy Project Coordinator will develop and deliver engaging, community-based workshops on clean and renewable energy through community engagement. This is an exciting opportunity to become part of a meaningful initiative and contribute to building knowledge and effective environmental change in Indigenous communities across Nova Scotia.

### **Overview of Responsibilities:**

- In consultation and collaboration with community staff, develop workshops on clean energy for The Confederacy of Mainland Mi'kmaq member communities
- Facilitate and deliver these workshops for community members of all ages.
- Create or support the creation of clean energy literacy resources and materials for these communities.
- Remain current on renewable energy & energy efficiency education.
- Support the CEEN working group by reporting back results of community engagements
- Work effectively and respectfully with subject matter experts, community partners, and stakeholders.
- Perform all other duties/projects as assigned by the CEEN working group and The Confederacy of Mainland Mi'kmaq Community Development and Housing Manager

### **Position Requirements:**

- Experience in community education, e.g., facilitating, and leading workshops with adults and working with diverse groups.

- Post-secondary degree considered an asset.
- Experience working with diverse communities throughout the province, experience working in employment and education initiatives with underrepresented communities will be an asset.
- Experience working within programs that focus on energy efficiency, renewable energy and the transition to a low-carbon economy will be considered an asset.
- Working knowledge of Microsoft Office Suite of programs.
- Team player, willingness to learn, optimistic.
- Possess a wide scale of creativity.
- Strong organizational and time management skills.
- Strong written and oral communication skills.
- Must be able to complete and pass a criminal background check.
- Must have a valid Canadian driver's license and have access to reliable transportation.

### **Why work with us?**

The Confederacy of Mainland Mi'kmaq (The CMM) is well known throughout Canada as a professional organization that is committed to providing a pleasant and healthy working environment for all its employees. As an organization, we understand that a great work/life balance is essential to success. As a full-time employee you can expect:

- An atmosphere that is both professional and family oriented.
- Enrollment in the organization's benefits packages on your first day of employment with no waiting period, which includes Health & Dental, and Employee & Family Assistance Program (EFAP).
- Generous amounts of paid time off (Paid Statutory Holidays plus St. Anne's Day and Aboriginal Day, Summer Shutdown (2 weeks), Christmas Shutdown (roughly 2 weeks), plus 1 week of discretionary vacation time (up to 2 weeks with 10 years of service).
- Social Committee, Staff Days, Staff Knowledge Days, etc.

**If you would like to join The CMM Family, please see below on how to apply for this position.**

### **Salary/Employment Term:**

Anticipated Salary Range: \$55,000.00 to \$64,500.00. This is a Permanent Position (pending successful one-year probationary contract).

## **Application Deadline: Open Until Filled**

Submit **Cover Letter** and **Resume** to:

**Human Resources**

c/o The Confederacy of Mainland Mi'kmaq  
PO Box 1590, Truro, Nova Scotia B2N 5V3  
Email: [HR@cmmns.com](mailto:HR@cmmns.com)

*We are an equal opportunity employer; however, qualified Aboriginal applicants will be given priority in accordance with the Aboriginal Employment Preference Policy of the Canadian Human Rights Commission. **Only those applicants who provide up-to-date CV along with Cover Letter and qualify for interview will be contacted.** The successful candidate may be required to submit a current criminal record check. Applicants **MUST** provide proof of Canadian Citizenship or Permanent Residency.*