

Employment Opportunity

Senior Analyst, Responsible Fossil Fuels (Edmonton or Calgary)

Position Overview

The Pembina Institute is seeking a highly motivated individual to join its Alberta team as Senior Analyst to support research and to develop and advocate for policy solutions that address the key energy and environment issues with fossil fuel energy development in Alberta and Canada. We are seeking a driven and resourceful person with relevant policy and technical experience, strong analytical skills, a solid work ethic and the tenacity needed to solve Alberta's most prominent energy challenges. The candidate should have proven experience and the ability to thrive with limited supervision. This full-time (40 hours a week) position may require travel and overtime.

In Alberta and Canada we are working to advance understanding about emerging global economic and environmental trends and their implications for oil and gas production in Alberta and Canada. We are at a serious nexus in the energy space where new and disruptive technologies are entering a dramatic growth phase. The oil and gas industry needs to demonstrate how it fits into this dynamic area and find solutions that can deliver the deep greenhouse gas reductions necessary to meet our international obligations and continue to create economic opportunity.

We need smart and creative people who can work with governments, industry, aboriginal communities, and the non-government sector to successfully find solutions in these interesting and dynamic times.

Why the Pembina Institute?

The Pembina Institute is a national non-partisan think tank that advocates for strong, effective policies to support Canada's clean energy transition. Through research, consulting and convening, we employ multi-faceted and highly collaborative approaches to change to reduce the environmental impacts of energy production and use.

Our people are passionate about sustainability and dedicated to enabling positive social change. Our organizational culture encourages creativity and collaboration, and we offer a flexible and fast-paced work environment that rewards honest character, personal initiative and innovation. The successful candidate will join our dynamic team of nationally recognized professionals working on delivering clean energy solutions into the hands of Canada's decision makers and key influencers.

Compensation and Benefits

The salary rate is competitive for a senior analyst in the environmental and non-profit sector and will be based on skills, experience and qualifications of the successful candidate.

Benefits include:

- extended health and dental
- four weeks of holidays per year
- flexible work hours
- strong growth potential in an entrepreneurial business environment
- RRSP plan
- training and development opportunities

Further terms of employment will be discussed with candidates during the interview process.

Roles and Responsibilities

- Lead and manage research projects from inception to delivery
- Develop and support implementation of strong public policy to support public discourse and action on environmental, climate and energy solutions
- Conduct thorough technical, quantitative and qualitative analyses of solutions
- Create high-quality project deliverables, including reports, presentations, briefing notes and funding proposals
- Develop and maintain constructive relationships with government, industry leaders, technology providers, thought leaders, other ENGOS, and First Nations
- Cultivate relationships with individuals who have the power to influence decision makers
- Represent the Pembina Institute's views at meetings, regulatory hearings and presentations, and to the media

Essential Skills and Qualifications

Candidates must clearly reflect, with examples, the following skills and experience in their application. Candidates may also wish to provide examples of additional qualifications and describe how they would apply these in a role at the Pembina Institute.

- Minimum of an undergraduate degree in engineering, sciences, economics, law or public policy or related field
- Two to five years of work experience in the private, non-governmental, or government sectors on energy and environmental issues
- Demonstrated ability to conduct quantitative and qualitative technical research in the area of energy and environment policy
- Ability to decipher complex technical matters

- Ability to communicate complex technical matters in plain language
- Knowledge of the challenges and opportunities with energy, environmental and climate policy
- Demonstrated commitment to sustainability and social change through educational, professional, and volunteer experiences
- Strong interpersonal skills and ability to work with a wide array of stakeholders
- Excellent communication (oral and written)
- Self-motivated and results-oriented, with the ability to take initiative and work independently with minimum supervision

Other Valuable Qualifications

- A master's degree in engineering, sciences, economics, law or public policy or related field, ideally with an undergraduate degree that is also in a related field
- Prior experience with energy and/or environmental policy advocacy and regulatory reform for environmental protection in the energy sector
- Direct experience in developing or implementing Alberta and/or federal environmental policy and regulation
- Direct experience in political decision-making
- Experience in public speaking
- Media experience
- Experience in facilitation and/or in chairing meetings and group processes
- Experience working with First Nations and Metis communities.

To Apply

Email your cover letter and resume to careers@pembina.org. Please ensure the following:

- Subject line includes Senior Analyst RFF and your last name
- Cover letter (max. two pages) explains why you are interested in working with the Pembina Institute and how your skills and qualifications meet the criteria outlined for this position
- Resume outlines your relevant skills, education and experience
- Cover letter and resume are saved as one PDF document using the naming convention lastnamefirstletter-application-position-year.pdf
 - example: smithm-application-SeniorAnalystRFF-2018.pdf

Application deadline: 11:59 p.m. on January 31, 2018.

The Pembina Institute is an equal opportunity employer.

We thank all applicants for their interest but only those selected for an interview will be contacted.