

Employment Opportunity

## Analyst, Clean Energy and Decarbonization (Alberta)

### Position Overview

The Pembina Institute is seeking a highly motivated individual to join its Alberta team to develop and advocate for policy solutions that accelerate development of clean energy and decarbonization of the energy sector in Alberta and Canada. We are seeking a driven and resourceful person with relevant policy and technical experience, strong communication 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 position will report to Pembina's director of clean energy.

This full-time (40 hours a week) position will be based in Alberta, with a preference for Calgary. It may require travel, once the pandemic restrictions and safety concerns no longer exist.

While we collectively live through the effects of COVID-19, we have set up protocols to support employees to work remotely. We will maintain flexibility and creative delivery of our services while following all directives provided by government health authorities.

In Alberta and Canada, we are working to advance our understanding of emerging global economic and environmental trends and their implications for the electricity sector. Canada is at a crossroads with disruptive technologies entering a dramatic growth phase. In particular, there is significant economic development and GHG reduction potential in Alberta with technologies like renewables, energy efficiency, storage, demand-side management and electric vehicles.

We need smart and creative people who can work with governments, industry, Indigenous communities and the non-government sector to find solutions in these 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 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 honesty, 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.

## Our core values

Climate change threatens everyone. We must come together to evolve how energy is created and consumed through solutions based on equity, curiosity, evidence-based thinking and practicality.

## Compensation and Benefits

The salary rate is competitive for an 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 – we understand our staff may have important personal and community commitments, and we strive to create a flexible environment that accommodates their needs
- 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

- Conduct thorough technical and quantitative analyses of energy systems, policies and regulatory solutions
- Conduct qualitative research through literature reviews, expert interviews and case studies
- Collaborate to produce high-quality deliverables, including reports, presentations, briefing notes and funding proposals
- Represent the Pembina Institute's views at meetings, regulatory hearings, presentations and in the media
- Develop strategies to support public discourse and implementation of strong public policy on environmental, climate and energy solutions
- Cultivate and maintain constructive relationships with government, industry leaders, technology providers, thought leaders, other ENGOS and Indigenous community members

## 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, public policy or related field
- A minimum of two years of work experience in industry, academia, non-governmental organization, or government on energy and environmental issues
- Demonstrated knowledge of the electricity sector and the clean energy sector
- Knowledge of the challenges and opportunities with energy, environmental and climate policy both provincially and federally
- High level of proficiency in MS Excel and experience developing Excel-based models
- Demonstrated ability to conduct quantitative and qualitative technical research in the area of energy and environment policy
- Good communication skills (oral and written) with the ability to convey complex matters in plain language
- Strong interpersonal skills with ability to work collaboratively with colleagues and engage stakeholders
- Demonstrated commitment to sustainability and social change through educational, professional and volunteer experiences
- Self-motivated and results-oriented, with the ability to take initiative and work independently with minimal supervision

## Other Valuable Qualifications

- 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
- Experience in public speaking
- Project management skills
- Clear and concise writer who can adapt to a variety of styles, from technical and academic reports to more informal blogs and social media posts

The information that you provide for the purpose of this competition and the results from this competition may be used to fill other positions.

## To Apply

Email your cover letter and resume to [careers@pembina.org](mailto:careers@pembina.org). Please ensure the following:

- Subject line includes “Analyst - Clean Energy and Decarbonization” 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-AnalystCleanEnergy-2021.pdf

**Application deadline:** 11:59 p.m. MDT on Sunday, May 9, 2021.

*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.*