

Employment Opportunity

## Analyst/Senior Analyst, Equitable Transition (Calgary, Edmonton, Toronto, Ottawa)

### Position Overview

The Pembina Institute is seeking a highly motivated and passionate individual to join one of Canada's leading clean energy think tanks. As a part of our newly established Equitable Transition program, you will conduct research and analysis, consult with stakeholders, develop policy options, and provide strategic advice on a range of policy issues to support an equitable energy transition in Canada. Topics can include examining the role of women and gender equity issues in the energy sector and understanding Canada's changing labour and skills requirements to support a net-zero economy.

We are looking for an analyst or a senior analyst, depending on the qualifications of the applicant. The successful candidate will have an opportunity to support an equitable and well-managed energy transition to a low-carbon economy.

This full-time (40 hours per week) position is based out of our Calgary, Edmonton, Toronto or Ottawa office and may require some travel. Pembina has a hybrid work environment.

### Roles and Responsibilities

- Conduct qualitative and quantitative research and analysis, develop policy options and provide evidence-based strategic policy recommendations to policy-makers and decision-makers
- Lead projects from inception to conclusion
- Effectively present to senior leaders
- Represent Pembina Institute in government and stakeholder consultations and workshops
- Cultivate constructive relationships and partnerships with relevant stakeholders and decision-makers such as energy policy experts, labour groups, civil society organizations, government representatives, industry, and thought leaders
- Support the organization and implementation of strategic engagement initiatives and events such as thought leader forums, workshops and roundtables
- Work with team to execute policy campaigns and communicate the Pembina Institute's policy positions and research findings

- Assist senior leadership with pursuing research funding opportunities for the Equitable Transition program

## Skills and Qualifications

*If when reading this job description, you believe that you fulfill many but not all of the job qualifications, please still consider applying.*

- Minimum of an undergraduate degree in business, economics, public policy, environmental science/technology or equity field
- A minimum of three years of work experience in industry, non-governmental or government sectors working on labour, equity and/or environmental issues
- Knowledge of the energy transition and/or equity in Canada, and awareness of the challenges and opportunities for equity from an energy or employment perspective
- A team player and strong interpersonal skills with an ability to maintain good working relationships with a wide array of stakeholders
- Strong communication skills (oral and written) with the ability to convey complex matters in plain language
- A strategic thinker who can help identify different approaches to achieve both short- and long-term program objectives
- Project management skills to manage multiple projects
- Passionate to advance climate action
- 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
- Experience working with Indigenous peoples and communities
- Experience in public speaking and giving presentations
- Experience in facilitation and/or chairing workshops, webinars, and large stakeholder engagement events
- Demonstrated commitment to sustainability and social change through educational, professional, and volunteer experiences

## 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
- RRSP plan
- training and development opportunities
- hybrid work environment

## 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 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.

## To Apply

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

- Subject line includes “Analyst Equitable Transition” and your last name
- Cover letter (max. two pages)
- 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-analyst-equitable transition-2022.pdf)

**Application deadline:** 11:59 p.m. on Monday, November 28, 2022.

*Pembina Institute is an equal employment opportunity employer and we welcome applications from Indigenous People and other racially visible people, persons with disabilities and women in occupations or positions where they are under-represented. If you are a member of one of these equity groups, you are encouraged to self-identify on your application form, cover letter or resume. We thank all applicants for their interest; only those selected for an interview will be contacted.*