Employment Opportunity

Analysts / Senior Analysts, Transportation

Position Overview

The Pembina Institute is seeking three highly motivated individuals to support its clean transportation team in pursuing strategies to accelerate low-carbon transportation policies such as zero-emission vehicles, low-carbon fuels, and fuel efficiency standards and regulations. This program is strongly linked to our organizational work on electricity, as we aim to pursue strategies to implement a net-zero grid in Canada by 2035 and to drive zero-emission vehicles. Our work is focused on federal transportation policies, but often examines provincial and municipal issues in Ontario, Alberta, British Columbia, and Quebec. The positions are preferably based out of our Toronto office, but consideration may be given to candidates located in Calgary or Vancouver.

Under the direction of the Transportation Director, the successful candidates will be responsible for contributing and/or leading research projects and initiatives that implement the organization’s transportation strategic priorities and advocates for policy change that results in a thriving clean economy and reduced carbon pollution in Canada.

We need smart and creative people who can work with governments, industry, Indigenous communities and the non-government sector to advance clean transportation solutions. We are seeking driven and resourceful individuals with relevant technical experience, strong communication skills, a solid work ethic and the tenacity needed to help solve Canada’s most prominent transportation challenges. The candidates should have proven experience and the ability to thrive with limited supervision.

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.

Roles and Responsibilities

- Conduct thorough technical, quantitative and qualitative analyses of low-carbon transportation systems, policies and regulatory solutions
- Conduct qualitative research through literature reviews, expert interviews and case studies
- Collaboratively create high-quality project deliverables, including communication materials, reports, presentations, briefing notes and funding proposals
- Represent the Pembina Institute’s views at meetings, regulatory hearings, presentations, and in the media
- Cultivate and maintain constructive relationships with government, industry leaders, technology providers, thought leaders, other ENGOS and Indigenous community members
- Lead and manage projects from inception to delivery

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, non-governmental or government sectors on energy and environmental issues
- Demonstrated knowledge of policy issues that intersect transportation and clean energy, such as clean fuels and electrification
- Strong interpersonal skills with proven ability to develop collaborative relationships with a wide array of stakeholders
- Demonstrated ability to conduct quantitative and qualitative technical research in the area of energy and environment policy
- High level of proficiency in MS Excel and experience developing Excel-based models
- Knowledge of the challenges and opportunities with transportation, energy, environmental and climate policy, both provincially and federally
- Good communication skills (oral and written) with the ability to convey complex matters in plain language and leverage various communications channels
- 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 transportation, energy and/or environmental policy advocacy and regulatory reform for environmental protection in the energy and transportation sector
• Experience at multi-stakeholder tables or in finding solutions within a group that reflects a range of interests and perspectives
• Direct experience in developing or implementing provincial and/or federal environmental policy and regulation
• Experience in a Microsoft Teams environment
• Experience in public speaking
• Project management skills

Compensation and Benefits
The salary rate is competitive for the environmental and non-profit sector and will be based on skills, experience and qualifications of the successful candidate. Successful candidates with more qualifications/experience will be hired at the senior analyst level, with corresponding salary and responsibilities.

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
• employer contributions to RRSP plan
• training and development opportunities

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

This full-time (40 hours per week) position may require travel. 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.

To Apply
Email your cover letter and resume to careers@pembina.org. Please ensure the following:
• Subject line includes “Analyst - Transportation” 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-AnalystTransportation-2022.pdf

Application deadline: 11:59 p.m. EST on Friday, March 18, 2022.

*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.*