Employment Opportunity

Senior analyst, Clean Economy (B.C.)

Position Overview

The Pembina Institute is seeking a highly motivated individual to join our team as a senior analyst on our B.C. Clean Economy team. We are seeking someone with a strong background in climate policy, relationships across sectors and a record of influencing policy change. Under the direction of our B.C. Clean Economy Director, the successful candidate will support the work of our clean economy program in B.C. with a focus on setting our approach to achieve policy change that results in a thriving clean energy and reduced carbon pollution in the province.

We are seeking a highly driven and resourceful person with five to eight years of relevant technical experience, strong analytical skills, climate and energy policy and regulatory experience, an understanding of the British Columbia context, a solid work ethic, and a persistent drive to solve Canada’s most prominent sustainability challenges. The candidate should be able to thrive with limited supervision.

This position is located in our Vancouver office and reports to the B.C. Clean Economy Director. It is full time and may require some travel and occasional work on weekends and evenings. The successful applicant must be a Canadian citizen or permanent resident, or have a valid work permit.

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.

Why the Pembina Institute?

The Pembina Institute is a national non-partisan think tank that works toward strong, effective policies to support Canada’s clean energy transition. Through research, education, 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. 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.

Roles and Responsibilities

• Lead and manage projects from inception including managing budget with the support and guidance of the Clean Economy Director
• Ensure projects effectively contribute to the organization’s objectives and enhance the organization’s reputation
• Quantify impacts and outcomes for various policy options
• Synthesize research into easily digestible technical reports, briefing notes, and blog posts
• Acts as spokesperson for the Pembina Institute as directed by the Clean Economy Director
• Critically review analysis of peers and collaborate with the various internal teams at the Pembina Institute
• Collaborate with Clean Economy Director to plan and support government relations activities
• Support strategic planning to effectively design and execute clean economy program initiatives
• Lead one or more of projects or initiatives under the clean economy program
• Support the Strategic Partnerships Director and the Clean Economy Director to develop fundraising proposals and report back on grants

Skills and Qualifications

Candidates must clearly reflect the following skills and experience in their application:

Research and analytical skills
• Strong research skills and ability to find and access key sources of information and data quickly and accurately
• Ability to design and execute/oversee analytical approaches to policy assessment
• Ability to interpret modelling results and relate them to strategic initiatives
• Strong background in energy systems and/or alternative energy

Policy development and engagement
• Experience developing relationships within the provincial government, federal government and local governments
• A clear understanding of policy development processes
• Knowledge and understanding of current policies that impact B.C.’s climate reduction goals
• Understanding of how to mobilize and engage networks and how to leverage these relationships toward policy solutions

Knowledge of climate and energy policy
• Knowledge of the field of climate and energy policy
• Knowledge of and relationships with key players in the field in B.C. (utilities, industry, government, Indigenous peoples)

Interpersonal skills
• Demonstrated emotional intelligence
• Strong interpersonal and conflict resolution skills, and the ability to work collectively with a team
• Demonstrated ability to build relationships with individuals with a wide range of backgrounds and perspectives
• A high degree of diplomacy and tact

Communication
• Clear written communication style across a variety of media
• Experience communicating complex ideas in an accessible format (e.g. reports, blogs, briefing notes)
• Experience as a spokesperson

Project management
• Strong project management skills, with a demonstrated ability to manage concurrent projects while meeting deadlines
• Strong planning and organization skills with exceptional attention to detail
• Experience developing, monitoring and managing budgets

Compensation and Benefits

The salary rate is competitive for a director in the 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.

To Apply

Email your cover letter and resume to careers@pembina.org. Please ensure the following:
• Subject line includes SeniorAnalyst, Clean Economy 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-CEAnalyst-2021.pdf

Application deadline: 11:59 p.m. MT on Wednesday, March 31, 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.