

PROJECT MANAGER

Northwestern Ontario Regional Sustainability Consortium (NORSC)

Imagine the possibilities when five of Thunder Bay's largest institutions decide to collaborate on sustainability initiatives...

We are seeking a Project Manager who believes in the power of working together; with vision and commitment to a greener future, and with demonstrated leadership in areas such as energy, GHG reduction and stormwater management. This is an opportunity to build a collaboration framework and a new way of doing business together, finding efficiencies while contributing to a more sustainable northwestern Ontario.

NORSC includes: The City of Thunder Bay, Confederation College, Lakehead University, Regional Health Sciences Centre and St. Joseph's Care Group. This unique project management opportunity is expected to be a 3-year initiative starting in September 2018, subject to funding approval.

Job Description

The Project Manager will be responsible for developing a collaboration framework to help NORSC grow and accelerate progress in sustainability, with opportunities to develop, manage and implement collaborative projects. EcoSuperior is hosting this position on behalf of the Consortium. Work will take place in Thunder Bay and region. This is a full-time position, reporting to the Executive Director of EcoSuperior and the Executive Committee of NORSC. Salary \$65 – \$75K, commensurate with experience.

Responsibilities

- Act as a liaison between Consortium members, ensuring communication and transparency, establishing knowledge exchange opportunities and building the framework for collaboration.
- Identify data gaps and common needs among participating members
- Establish key performance indicators for the collaboration framework
- Research and identify collaborative funding opportunities
- Manage member participation and outreach in the preparation of a municipal energy plan
- In collaboration with NORSC members, develop and implement a variety of sustainability-focused projects and programs
- Document and evaluate progress on a regular basis, track budgets and provide reports to the Executive Committee and to funders as required.
- Build membership and secure participation by additional regional organizations and First Nation communities
- Pursue additional funding where required for specific project, events and training
- Manage the work of the Program Coordinator to be hired in Year 2
- Plan meetings, conferences, workshops as required.
- Develop a long term financial sustainability plan for the collaboration model.

Education

- Degree in Environmental Sustainability, Engineering, Business Administration, MBA or equivalent career experience
- PMP designation an asset

Attributes

- Outstanding organizational and strategic planning skills
- Commitment to environmental sustainability
- Demonstrated knowledge of climate change issues and sustainable community development principles
- A good understanding of energy systems and technologies
- Working knowledge of applicable legislation, related regulations and best practices
- Strong communication and networking skills, including facilitation, report writing and public presentations
- Experienced in preparing funding applications
- An analytical mind and problem-solving abilities with a positive attitude
- Demonstrated expertise in relevant computer software applications, data base setup, statistics and web development
- Experience with committees and working groups, and with a range of stakeholders, including municipalities, the ICI sector and First Nations communities
- Competent within the meaning of the Ontario Occupational Health & Safety Act, as amended
- Willing to travel throughout the region

TO APPLY

Please provide a cover letter, resume/CV and references in a single pdf file to info@ecosuperior.org no later than 5 p.m. Eastern Standard Time on July 31, 2018.

EcoSuperior is an equal opportunities employer encouraging applications from Aboriginal peoples, persons with disabilities, members of visible minority groups and women.

Reasonable accommodations are available upon request for all parts of the recruitment process.

Only those applicants selected for an interview will receive a response.