



**Climate Adaptation and Environmental Sustainability Specialist
(2-Year Term)**

The City of Lethbridge (www.lethbridge.ca) serves a community nearing 100,000 residents and is committed to delivering services in a way that earns the trust, respect and confidence of the community. Located just two hours south of Calgary and close to the Rocky Mountains and U.S. border, we are family-oriented, culturally vibrant, and enjoy an affordable lifestyle with many amenities of a larger city.

The Community Asset Management Program has an exciting career term opportunity for a Climate Adaptation and Environmental Sustainability Specialist. This role will be responsible for environmental sustainability and climate change initiatives within the City of Lethbridge. The successful candidate will be working to complete the Partners for Climate Change Milestones 1 to 5 as well as building Phase 2 of the Corporate Environmental Sustainability Initiative (CESI). This position will be responsible for the inclusion of the Climate Change and Environmental Initiatives into the current Asset Management Program at the City of Lethbridge.

Wage: \$36.47 per hour

Job Responsibilities Include:

- Develop climate change and environmental communication strategies for delivery of corporate culture and environmental awareness
- Reach target audiences using appropriate marketing communication channels
- Build relationships and engage with internal and external stakeholders
- Monitor progress, assess results and develop new approaches to existing processes
- Develop and implement strategies to create long-lasting climate change mitigation activities
- Define end goals and objectives, timelines and responsibilities to achieve the Corporate Climate Change and Environmental milestones
- Develop publications, newsletters and press releases as well as provide information at events
- Develop promotional materials, including brochures, website content, articles and other communications materials
- Maintain relationships with internal and external stakeholders
- Work with community groups to set direction and gather data
- Build and maintain cross-departmental teams to develop a Corporate Climate Change and Environmental Action Plan
- Engage employees in conversation about the initiative
- Deliver frequent presentations and information sessions to varying audiences
- Coordinate with the Community Asset Management Department to incorporate Climate Change and Environmental initiatives into the lifecycle planning of assets.
- Manage databases, compile data from multiple sources and create data management plans and workflows
- Conduct budgeting and recording of associated costs with initiatives
- Research best practices on a national and international level for implementation in Lethbridge

The ideal Candidate will have the following skills and qualifications:

- Completion of a post-secondary degree in Environmental Science or a related field
- Candidates with experience in Marketing and communications will be given preference
- Comprehensive understanding of municipal government
- Understanding of current federal environmental direction is an asset
- Experience establishing environmental strategies and programs
- 5 to 10 years of experience in an Environment Sustainability role or leading larger projects

- Demonstration of leadership, communication and facilitation experience
- Experience with computer software such as Cityworks, Asset Planner, Adobe Create Suite, Microsoft Office
- Advanced Knowledge of Excel is required.
- Experience managing or working with large team environments
- Must have a Class 5 License and vehicle

We are looking for a results-oriented team member who demonstrates professionalism and is committed to providing exemplary public service.

For further information on this opportunity, please contact:
Joel Sanchez, P.Eng, Corporate Asset Manager at 403-320-3037

Qualified candidates are invited to submit their resume with cover letter, online at:
www.lethbridge.ca

Closing Date: September 29, 2017, at 11:59 p.m.

All candidates are thanked in advance for their interest. Only individuals selected for interviews will be contacted.

CUPE Local 70