



Moose Cree First Nation

EMPLOYMENT OPPORTUNITY

Community Energy Advisor

Competition # 19-20

Job Location: Moose Cree First Nation, Moose Factory, Ontario

Position Summary:

Under the general supervision of the Director of Economic Development, the Community Energy Advisor (CEA) shall coordinate the activities & deliverables funded by Independent Electrical Systems Operator Community Energy Champion Grant. This position will be assisted by the Moose Cree Energy Committee consisting of council approved community members. The CEA will implement action items recommended in the 2017 Community Energy Plan including but not limited to energy education, energy conservation and energy generation. The CEA will involve the community in developing an energy vision for the future that incorporates renewable green energy solutions moving towards energy independence.

Qualifications/Requirements:

1. Grade 12 diploma or post-secondary education in renewable energy technology
2. Experience coordinating committees;
3. Experience coordinating the development and implementation of a work plan, a budget and reporting;
4. Experience in renewable green energy technology and electricity ;
5. Excellent organizational, interpersonal and leadership skills;
6. Excellent written and oral communication skills;
7. Ability to multi-task and complete a work plan within the allotted budget;
8. Demonstrates diplomacy, tact and customer service;
9. Ability to create advertising, social media, promotion campaigns;
10. Knowledge of Microsoft office suite, Sage Accpac & Point of sale software/equipment

Salary: \$20.00/hour

Duration: 3 year term

References: Two recent employment references with cover letter and resume and permission to contact.

Submit Resume to: Human Resources Generalist
Moose Cree First Nation
P.O. Box 190
Moose Factory, ON POL 1W0

Fax: (705) 658-4734 or **email:** jobs@moosecree.com

Deadline for Resume: Tuesday, April 2nd, 2019 @ 4:00pm

Job Description: Available Upon Request

Only those selected for an interview will be contacted