Climate Researcher
Job Description
ICLEI Canada

Position Summary
The ICLEI Canada Climate Researcher will join an expanding ICLEI staff team to support all research needs, across multiple program areas. This includes existing programs such as Partners for Climate Protection (PCP), Building Adaptive and Resilient Communities (BARC) as well as new programs such as the Municipal Net-Zero Action Research Partnership (N-ZAP) and the Financing Resilient Infrastructure Project (FRIP).

Our research needs centre mainly in the field of applied research, weaving together research and practice to deepen our understanding of the challenges faced in municipal climate policy development and implementation. We draw from emerging practices, best practices as well as the lessons gleaned from failure.

Our ideal candidate has strong research and organizational skills and is detail oriented. They excel in written and oral communications and can easily build relationships across a variety of sectors. They thrive in a hybrid work environment, finding effectiveness in both virtual and physical office environments.

Our Climate Researcher is motivated to work in the non-profit industry. They are self-motivated and thrive in a fast-paced project-based work environment where priorities, timelines, and tasks shift quickly and frequently.

Responsibilities
- Provide ongoing support to the Partners for Climate Protection Program, including technical and protocol support, milestone reviews and data analysis.
- Provide ongoing support to the Building Adaptive and Resilient Communities Program, including emerging practice and best practice research.
- Support the Financing Resilient Infrastructure Project (FRIP) project team.
• Support Co-Chairs of Working Groups in Municipal Net-Zero Action Research Partnership.
• Engage Canadian municipalities in understanding their GHG mitigation needs.
• Assist in the development of user-friendly tools for municipal practitioners to plan and track their greenhouse gas mitigation and climate adaptation activities.
• Liaise with partners.
• Articulate research findings effectively for municipal audience.
• Other related duties as assigned.

Experience/Background

• A minimum 3-years professional work experience in a complementary field.
• Excellent writing and communication skills.
• Strong analytical, research and conceptual skills.
• Knowledge and experience of local government public administration.
• Project management experience.
• Proficiency with database management.
• Required live in and be authorized to work in Canada.

Details of the Position

Annual salary: $45,000 - $55,000.

Position: Full-time permanent.

Location: Flexible, candidate must be able to work from home/remotely, from within Canada and should be available to work from an ICLEI Office when required.

Work hours: 40 hours per week, flexible to coordinate work-life balance needs.

Bonus structure: Merit-based bonus system structure, applied annually at rates established each year, subject to budget availability.

Vacation: 15 days per year + 5 free days to be exclusively applied over the winter break.

RSP and Benefit: $15 per pay period paid out annually with conventional health benefits currently being explored for implementation in late Fall 2023.

Application Procedure

Interested candidates are invited to submit an application by August 18, 2023 by emailing iclei-canada@iclei.org with the title of the position in the subject line. Applications should include resumes and cover letters that clearly demonstrate relevant experience and the ability to meet the job responsibilities. Samples of work are also welcome. We thank all candidates for their interest; however, we will only contact those selected for an interview.
About Us

ICLEI – Local Governments for Sustainability is a global network of more than 2,500 local and regional governments committed to sustainable urban development. Active in 125+ countries, we influence sustainability policy and drive local action for low-emission, nature-based, equitable, resilient, and circular development. Our Members and team of experts work together through peer exchange, partnerships, and capacity building to create systemic change for urban sustainability.

We provide a wide range of services for local, provincial, and federal governments in support of developing sustainable, climate-ready communities. This support includes but is not limited to:

- **Adaptation and resilience planning**: Working with communities to develop collaborative and implementation-focused resilience plans.
- **Energy and emissions planning**: Supporting communities as they reduce their energy and emissions and move towards a low-carbon future.
- **Capacity building**: Providing opportunities to build expertise locally on climate change, sustainability, and resilience.

The ICLEI Canada team has over 100 cumulative years of experience in the municipal sector and in non-profit organizations. Our work happens across Canada, also known as Turtle Island, which has traditionally been and is home to many diverse First Nations, Inuit, and Métis peoples since time immemorial. We recognize that reconciliation is a fundamental component to building net-zero resilient communities and endeavour to listen to and learn from Indigenous Peoples on an ongoing basis in the process of our work.

ICLEI Canada's head office is located in Toronto on the traditional territory of the Mississaugas of the Credit, the Annishnabeg, the Chippewa, the Haudenosaunee and the Wendat peoples. The British Columbia office is hosted by the City of Victoria on the homelands of the Songhees and Esquimalt People, and the Quebec office is hosted by the City of Montreal on the traditional territory of the Kanien'kehà:ka/Mohawk Nation.