



Energy Efficiency Advocate: Non-Profit Housing Energy Efficiency Job Posting – December 27, 2024

Organization: Manitoba Non-Profit Housing Association

Reports to: Executive Director

About MNPCHA: The Manitoba Non-Profit Housing Association (MNPCHA) supports its members, over 100 diverse non-profit organizations across Manitoba, to build a thriving, sustainable non-profit housing sector in Manitoba. MNPCHA provides our members programs and services; develops the capacity of the Non-Profit Housing sector, and; advocates on behalf of members.

Position Summary

The Energy Efficiency Advocate will be working with non-profit housing organizations and Efficiency Manitoba (EM) to promote energy efficiency programs and awareness, and create and implement a non-profit housing energy efficiency plan.

The position will also help identify energy-saving opportunities in non-profit housing and encourage participation in Efficiency Manitoba's energy efficiency programs, ultimately leading to reduced energy consumption and lower energy bills.

Hours: 32 hours weekly; Mostly weekdays with occasional evening for presentations/meetings

Salary Range: \$35,000-41,000 annually; extended health benefits and 5% matched RRSP program available at 6-months

Details: this is an 18-month term position with the possibility of extension if the program is extended

Work Environment and Expectations: Flexibility around remote work and scheduling with a minimum one day per week in the MNPCHA office in Winnipeg. Ability to work from home with good internet access are required. Though most meetings will take place virtually or by phone, the ability to travel to meet with non-profit housing organizations throughout Manitoba is required.

Tasks and Responsibilities

Create and Implement an Energy Efficiency Strategy for Non-Profit Housing in Manitoba

- Undertake an assessment of energy efficiency needs and opportunities in the non-profit housing sector in Manitoba, including conducting a survey and collecting data on energy use with non-profit housing organizations
- Develop a strategy to improve energy efficiency in non-profit housing
- Maintain an on-going focus on energy efficiency initiatives in MNPCHA programs and education

Outreach, Resource Connection, and Support for Efficiency Initiatives

- Coordinate and carry out outreach to non-profit housing organizations in Manitoba to deliver the message of energy efficiency and promote and build awareness of Efficiency





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Manitoba Programs

- Assist organizations in filling out forms and applications for funding and rebate programs
- Connect housing organizations to relevant resources to support energy retrofits and new developments with high efficiency standards
- Participate in frequent ongoing training with Efficiency Manitoba
- Provide recommendations for program improvements based on experience of non-profit housing organizations
- Provide written and verbal reports on activities and outcomes

Knowledge and Experience

- Experience applying to or developing government funding programs is required
- Basic understanding of how to achieve greater energy efficiency in buildings is required
- Understanding of energy conservation, energy efficient equipment, and energy auditing particularly in multi-family residential buildings is an asset
- Experience working in a small team and in remote/hybrid environments are an asset
- Strong professional verbal and written communication skills
- Proficient computer (MS office, Word, Excel, PowerPoint) skills
- Understanding of business and service processes associated with non-profit organizations is an asset

Skills and Expectations

You are:

- A problem solver: you can adapt to a changing environment, and find contacts, conduct research, and identify resources needed to solve problems
- Goal-oriented and task-driven: you thrive in an independent work environment, can deliver on targets, have strong organizational skills, and pay attention to detail
- Communicative: you have experience presenting to groups and of diverse stakeholders with varied technical knowledge
- Collaborative: you develop constructive, productive and sustainable relationships with colleagues, collaborators/associates, and partners
- Enthusiastic about affordable and non-profit housing

How to apply

Send resume and cover letter outlining relevant experience to Christina Maes Nino, execdir@mnpha.com; Interviews will start the week of January 15, 2025. The position starts as soon as possible once a suitable candidate is selected. Only candidates considered for interviews will be contacted.

Manitoba Non-Profit Housing Association is committed to representing diversity among our staff and volunteers. Indigenous peoples, visible minorities, persons with disabilities, persons of minority sexual orientations and gender identities are encouraged to apply.

