



**JOB POSTING
LOCAL CLIMATE CHANGE PLAN COORDINATOR
(CONTRACT – 7 MONTHS)**

Tay Valley Township is seeking a temporary contract full-time Local Climate Change Plan Coordinator. Reporting to the Planner, the Local Climate Change Plan Coordinator will be responsible for developing a Local Climate Change Action Plan, an Emissions Reduction Target and a Climate Mitigation Plan. A detailed job description is available by visiting www.tayvalleytwp.ca.

As the preferred candidate you will have post-secondary courses in a technical program and two years related experience or an understanding of municipal politics, climate change mitigation and adaptation acquired through cooperative program work placement, course work, volunteer placements and/or professional work experience. Excellent research and analytical skills, strong time management and organizational skills and understanding of how to implement new initiatives, including planning, costing, team building, implementation strategies and building feedback and evaluation techniques are essential, as well as excellent computer skills, including proficiency in Outlook, Word, Excel and PowerPoint.

The wage is \$17.00 (which includes pay in lieu of vacation, 2019 rate) per hour, based on a 35 hour work week.

Qualified candidates are invited to submit a covering letter and resume clearly marked “**Local Climate Change Plan Coordinator**”, prior to 12:00 noon, March 28th, 2019, to:

Tay Valley Township
Attention: Clerk
217 Harper Road
Perth, ON K7H 3C6
or e-mail: clerk@tayvalleytwp.ca

Tay Valley Township is an equal opportunity employer, committed to ensuring all candidates are able to participate in the interview process fully and equally. If contacted for employment, please let us know if you require any accommodations to ensure you can participate fully and equally during the recruitment and selection process.

We thank all applicants for their interest and only those selected for an interview will be contacted.

Personal information collected from applications is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act, and will be used to determine qualifications for employment. Questions about the collection of Information should be directed to the Clerk at the address indicated above.