



**First Nations  
Power Authority™**

**Position: Project Coordinator (Contract – 4 to 8 months)**

**The Organization:**

FNPA is the only North-American non-profit Indigenous owned and controlled organization developing power projects with Indigenous communities. FNPA bridges the gaps between industry, government, and Indigenous communities to evaluate and develop Indigenous owned power generation projects. FNPA leverages project development expertise, network of industry experts, and technical advisors to develop projects resulting in increased economic benefits for First Nation communities.

Community Energy Planning (CEP) provides a community with a comprehensive report on the community's baseline energy and emissions profile, an understanding of energy efficiency and conservation opportunities in their community, and finally, opportunities for renewable energy projects at the community level.

**The Role:**

The project coordinator will work with FNPA team members and community members on creating community energy plans (CEPs) for select Indigenous communities in Saskatchewan. The coordinator will work with the communities on community energy planning, meaningful engagement, data collection and analysis, and resource assessments. The coordinator may work remotely from home and as required in our Regina and Saskatoon offices.

**Responsibilities:**

**1. Community Engagement**

- Coordinate engagement efforts
- Outreach
- Assist in preparing and delivering presentations to Indigenous communities
- Support the development of community energy toolkits

**2. Community Energy Planning**

- Compile and analyze energy and environment data
- Establish baseline community energy use
- Work directly with SaskPower to develop CEPs
- Review environmental and power regulatory criteria as necessary
- Identify opportunities to conserve energy and apply renewable energy opportunities
- Identify programs available to support energy conservation and efficiency
- Work directly with FNPA's General Membership to assess community readiness
- Help support the establishment of CEP goals and priorities
- Support the alignment of community energy plans with other community plans such as land use plans or economic development plans

*The Pathway to Powerful Opportunities*

1 First Nations Way, Regina, SK S4S 7K2I Toll Free: 1-855-359-3672 I Tel: (306) 545-1434 I Fax: (306) 359-3671

[www.fnpa.ca](http://www.fnpa.ca)



## First Nations Power Authority™

- Report writing

### 3. General

- Help grow FNPA's brand, network, and public credibility
- Represent FNPA and its Members with integrity, honesty, and professionalism
- Travel throughout Saskatchewan to meet with First Nations communities

#### Education:

- Currently enrolled in environmental sciences, community planning, engineering, administration, economics, Indigenous business development, alternative energy technology, environmental sustainability and conservation, renewable energy maintenance, or others will also be considered.

#### Experience:

- Experience in community planning
- Experience in working with Indigenous communities and organizations
- Experience managing and collecting data
- Experience in community consultation and engagement

#### Competencies/Attributes:

- Understanding of different types of renewable energy and energy efficiency
- Ability to lead meetings and make presentations to First Nation communities
- Knowledge of Indigenous public policy, Indigenous economic development issues, and governance models
- General knowledge of the renewable energy and power generation sectors in Saskatchewan and Canada, including provincial and federal environmental laws and regulations
- Able to proactively recognize and manage risks and strategic opportunities
- Strong relationship building and partnership building skills, particularly in the context of Indigenous business and economic development
- Understanding of the principles and practices of community planning, environmental planning, economics, public administration, and/or other related disciplines as applied to community energy planning

#### Technical Skills:

- Proficiency in Microsoft Office programs including Word, Excel, PowerPoint and Outlook
- Proficiency in professional writing
- Familiarity with research techniques, sources and availability of information, methods of report presentation, and basic project management skills

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- Ability to evaluate maps and other graphic material and evaluate statistical data
- Willingness to learn new computer software programs

### **Assets:**

- Experience in GIS mapping, or rooftop solar design
- Proficient in Dene, Cree, Saulteaux, Nakota, Dakota, Lakota, or other First Nations language

### **Performance Outcomes:**

- Clear and measurable contribution to the development of community energy planning services
- Strong relationships in place at community and corporate level
- Positive feedback from team members and positive and constructive feedback through regular performance reviews
- Policies and practices are followed in accordance with corporate and project policies
- Provides information and advice to senior decision-makers / Board in a timely and accurate manner
- Demonstrates a commitment to implement and support the vision and mission of FNPA
- Identifies strategic risks and opportunities in a proactive and clear way
- Clear contribution to increasing the profitability and sustainability of the Corporation
- Project outcomes and deadlines met
- Teamwork and cooperative spirit
- Knowledge and skill development, progression and job performance
- Sound exercise of judgment, strong communications and negotiation skills

### **To Apply:**

***Applications must be in no later than 4pm May 24, 2022.*** Please forward resume and cover letter via email to: [info@fnpa.ca](mailto:info@fnpa.ca) with the subject line “CEP Posting”

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