



Carbon Budget Manager

Posted by: Edmonton Ltd

Posting date: 02-Feb-2023 **Closing date:** 29-Sep-2023

Education: Graduation

Language: English

Job location:

Salary: \$149441

Years of Experience: Fresher (less than 1 year)

Vacancy: 2

Job Type: Full Time

Job id:

Expired

Job description:

The Role:

Reporting to the Director of Budget Planning and Development, the Carbon Budget Manager will be the primary resource for Carbon Accounting and Reporting for the organization.

This position is a critical resource and will lead and develop recommendations for the Executive Leadership Team and City Council for the structure, strategic approach, and the forecast of carbon emissions, compared against approved corporate and community targets.

The Carbon Budget Manager will work across the corporate, boards and commissions and the broader community to complete, implement and foster the maturity of the Carbon Accounting and Budgeting program. This role is also responsible for the ongoing assessment of the viability of the Carbon Accounting and Budgeting program including identifying resourcing requirements and leading the internal carbon budget processes.

First year goals and deliverables:

- Lead the carbon budget development and delivery to Edmonton City Council alongside both multi-year operating and capital budgets and supplemental budget adjustment periods in the fall of 2023
- Update the governance structure and participate in the selection of the governance committee
- Lead the development of the second phase of the Carbon Accounting framework and ensure it is fully implemented, operationalized and ensure that carbon accounting is incorporated into everyday processes and decision making across the organization
- Act as the primary responsible organizational authority to provide recommendations, directions and industry best practice information and practices for corporate carbon information
- Lead across the corporation as the voice and champion of the Carbon Accounting framework and act as a resource for internal and external stakeholders.
- Build new and innovative collaborative partnerships with external agencies, other orders of government and community organizations
- Anticipate business opportunities, influence policy, planning and initiatives, and foster a culture of accountability through performance measurement
- Integrate multi-disciplinary teams to work collaboratively with stakeholders supporting corporate priorities

Qualifications:**What does success look like?**

- Apply knowledge, training and/or education in Urban Planning, Finance, Engineering, Sustainability, Environmental Management, Applied or Environmental Sciences or related disciplines
- Additional training in energy management, carbon accounting, emissions modeling, financial management, project management, or environmental management would be an asset
- Utilize your relevant experience in roles within a large, complex organization(s)
- Leverage your experience working in partnership with key stakeholders to develop, manage and execute organizational change management plans. This includes determining appropriate change strategies and corresponding outcomes through activities such as stakeholder analysis, leadership support, communications, training, and education
- Utilize your organizational skills to manage multiple projects, working groups and deadlines
- Leverage your knowledge of current trends, practices, technology, and information affecting the climate and energy fields
- Demonstrate your understanding of climate change issues, including greenhouse gas inventories and strategies for reducing greenhouse gas emissions
- Translate complex technical information in a simple manner that is understood by non subject matter experts
- Think strategically to address large, complex issues, to manage emergent projects while steering dynamically
- Build a respectful workplace culture through a values-based influencer approach and work collaboratively
- Understand complex municipal subject matter and build influential relationships with external agencies, orders of government, community organizations, and internal departments and branches
- Communicate with strong political acumen, strategic planning, issue resolution and decision-making skills
- Service excellence, embracing diversity and promoting inclusiveness
- Present complex ideas to diverse audiences, build positive relationships and establish clear expectations
- Demonstrate alignment with the Cultural Commitments of Safe, Helpful, Accountable, Integrated and Excellent, fostering an environment for others to do the same. For more information on the City's Cultural Commitments, please visit edmonton.ca/our-culture

- Demonstrate the foundational competencies, key behaviours and attributes of the City's six leadership competencies: Courage, Inclusivity, Values-Based Influencer, Collaborative Networker, Systems Thinker and Creative Innovator. For more information on the City's leadership competencies, please visit edmonton.ca/our-culture

The City of Edmonton is committed to inclusive, respectful and equitable workplaces that represent the communities we serve. We continuously improve our systems, policies and practices to remove barriers and ensure our employees, in all their diversity, can succeed. We encourage applications from courageous leaders who intentionally promote respect and inclusion on their teams. To learn more, see the Art of Inclusion: Our Diversity and Inclusion Framework (<https://bit.ly/3hd2d95>) and the Indigenous Framework (<https://bit.ly/3cMgnPU>). The City of Edmonton strives to provide reasonable access and accommodations throughout the application and selection process. If you would like to request an accommodation at any stage of the process, please contact Employment@edmonton.ca.

1 Permanent, Full-time position

Talent sourced through this process may be considered for similar opportunities within the City of Edmonton

Hire is dependent on Criminal Information Check satisfactory to the City of Edmonton; there may be a cost associated with this requirement

Hours of Work: 36.9 hours per week, Monday - Friday. This position may be eligible for the Hybrid Work Program

Salary: \$104,609.00 - \$149,441.00 (Annually)

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