



Energy Advisor

Job Title: Registered Energy Advisor

Position Type: Part-time or full-time, flexible hours

Location: York Region, Durham Region, and the Greater Peterborough area

Start Date: October 2020

Reports to: Energy Programs Manager

Summary

Windfall Ecology Centre is a non-profit social enterprise dedicated to building sustainable communities. Working at the nexus of climate, energy, and water, we research, design, and deliver innovative climate change solutions. Our record of accomplishment includes achievements in public policy, residential energy efficiency, renewable energy, electric mobility, water protection and leadership development.

Windfall Ecology Centre is a leader in the development of Energy Conservation Solutions for home and business. We deliver services to communities within Ontario that focus on assisting others to become active in the reduction of greenhouse gas production. We do this through the advocacy of home and business energy conservation initiatives, including energy audits, low income retrofit programs, water conservation technologies and incentive programs.

If you are a Certified Energy Advisor or Registered Energy Advisor, a renovator or contractor, or if you have specialized knowledge about building science or energy-efficient building practices, you may wish to investigate the possibility of becoming a residential energy efficiency advisor. This position reports to the Energy Programs Manager and is responsible for working with clients in York Region, Durham Region, and the Greater Peterborough area to maximize residential energy-efficiency and related environmental impacts.

Qualifications

- Demonstrated knowledge of residential building science
- Good computer skills and familiarity with internet information exchange
- Good communication (oral, written and telephone) skills
- Excellent interpersonal (social marketing) skills
- Demonstrated committed to environmental goals
- Working knowledge of NRCan's *EnerGuide for Houses* rating and evaluation system
- Possession of a valid Ontario driver's license
- Access to a reliable vehicle with liability insurance of not less than \$1,000,000
- Complete and pay for a criminal record check or submit a valid copy no more than 12 months old
- Commercial General Liability (CGL) insurance required (minimum of \$2 million)
- Professional Liability insurance of \$1 million is required

Responsibilities

- Conduct residential audits using the *EnerGuide for Houses* system procedures
- Prepare, present, and explain custom Home Energy Plans to residential customers
- Prepare and deliver *EnerGuide for Houses* labels to residential customers
- Promote and conduct follow-up audits with residential customers
- Complete and submit, on a timely basis, all required reports and electronic files
- Respond promptly to all issues and inquiries
- Install (if required) energy and water conservation devices in residences
- Promote (if required) related service and programs
- Attend scheduled staff meeting and training sessions as required
- Conduct follow up telephone calls with customers as required

Benefits of working with Windfall Ecology Centre:

- Develop a network of connections in the environmental and energy sector
- Receive comprehensive training on the principles of energy efficiency, building science and emerging technologies
- Be part of a team and have direct impact on program direction by supporting strategic work and fulfilling our community objectives
- Develop hands-on experience working with career professionals in the growing field of energy efficiency

To Apply

To apply, please send a resume and cover letter to Vicky Luk, Manager, Energy Programs at careers@windfallcentre.ca. We appreciate the interest of all applicants, but only those selected for an interview will be contacted.

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