



## **MUNICIPAL ENERGY CONSERVATION OFFICER**

**REFERENCE: 0006-2012**

**Contract – 12 months**

### **PURPOSE:**

In Reporting to the Acting Manager of Energy and Environment, the Municipal Energy Conservation Officer (MECO) will be responsible for the development, implementation, monitoring and verification of processes, programs, and projects related to the management of energy and greenhouse gas emissions. This position will continue the Town's energy leadership through the Corporate Energy Management Plan's implementation while addressing provincial legislation. Specifically, this will entail: assistance with the initiation of the new Energy Management Software and the following key actions from the Plan: development of a community energy map; optimizing energy efficiency of Town's pool and arena mechanical systems, exploring lighting efficiency opportunities, and review of the Town's commissioning/re-commissioning procedures.

### **RESPONSIBILITIES:**

- Manage energy loads through implementation of load shifting and curtailment measures
- Manage energy grant funding application processes and pursue opportunities for funding through the participation in energy programs
- Implement and update the Town's Corporate Energy Management Plan
- Establish and implement a monitoring and verification (M&V) process related to the energy retrofit measures  
Implementation of recommendations outlined in Town's energy audits
- Coordinate energy management initiatives and capital energy projects with Capital Projects and Property Management

### **EDUCATION:**

University degree, in engineering, energy management or related field

### **EXPERIENCE/KNOWLEDGE:**

A minimum of five (5) years working in energy or related area. Experience with municipal governments would be considered an asset. An understanding of all aspects of environmental and community sustainability, energy conservation, climate change and other relevant and emerging trends within a local, municipal context. An enthusiastic and self motivated team player with exceptional inter-personal and leadership skills, you'll find a rewarding blend of current and emerging environmental & energy issues and opportunities in this beautiful municipality.

Qualified persons are encouraged to submit a resume in confidence no later than Tuesday, February 21, 2012 to:

Human Resources  
TOWN OF CALEDON  
6311 Old Church Road  
Caledon, ON L7C 1J6

By Fax: 905-584-4542 or E-mail: [hr@caledon.ca](mailto:hr@caledon.ca) (Word Document)

We thank all applicants and advise that only those selected for an interview will be contacted