

Energy Transition Advisory Committee

2019-2021 Term - Recruitment Profile

1 Vacancy

Edmonton

Frequently Asked Questions:

[What is the purpose/mandate of the committee?](#)

[What is expected of me, as a member?](#)

[How much time can I expect to spend, as a member?](#)

[What does the committee do?](#)

[Do I get paid?](#)

[Are my expenses reimbursed?](#)

[How long am I a member?](#)

[How do I apply to become a member of the committee?](#)

[How long does the selection \(“hiring”\) process take?](#)

[What qualifications do I need to apply?](#)

[Does the committee have subcommittees?](#)

[Am I expected to work on one or more of the subcommittees?](#)

Mandate [\(Back to top\)](#)

The mandate of the [Energy Transition Advisory Committee](#)* is to:

- Promote the Energy Transition Strategy (as set out in [City Policy C585, Edmonton’s Community Energy Transition Strategy](#)) to each member’s professional and community networks;
- Share with, and receive from the City Manager, information regarding the implementation of the Strategy;
- Provide broad independent advice to Council regarding the adequacy of efforts to implement the Strategy; and
- Assist Council in developing performance measures for the Strategy

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Subcommittees [\(Back to top\)](#)

- Strategy and Planning
- Action on Buildings
- Clean Energy
- Transportation

Current Committee Activities [\(Back to top\)](#)

- ETAC Annual Report
- City Plan (Municipal Development Plan/Transportation Plan)
- Green Buildings Pathways
- Blatchford Development
- Electric Vehicle Strategy Review
- Ongoing advice to Administration for Energy Transition programs, Property Assessed Clean Energy (PACE), Energuide for Homes, Implementing Policy C532, Marketing/Communications

Remuneration [\(Back to top\)](#)

NONE - Committee members serve in a voluntary capacity, however, eligible out of pocket expenses are available for citizen members who serve on Council committees, including a child care expense allowance (for meeting attendance) based on actual receipts submitted.

Appointment Term [\(Back to top\)](#)

- Two-year terms (from May 1 to April 30), renewable to a maximum of six consecutive years
- City of Edmonton Volunteer Management practices include an annual evaluation of committee members [\[City Policy C575C\]](#)*

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To Apply [\(Back to top\)](#)

Applicants are required to complete the online Taleo application questions, and attach a current resume plus three written letters of reference. (References should be from individuals that can comment on the relevant qualities, skills or knowledge you possess.)

Application Process Timeline [\(Back to top\)](#)

Executive Committee of Council serves as the Selection Committee for ETAC members. It is anticipated that selection processes will take place on the following (tentative) dates:

- February 3, 2019 – Posting Expires
- March 7, 2019 - Applicant Short Listing
- April 1, 2019 - Applicant Interviews
- April 2, 2019 - Appointments made by City Council

Qualifications [\(Back to top\)](#)

The Committee would benefit from new member selection with

- A passion for Edmonton becoming an energy sustainable city
- Knowledge in energy efficient strategies is an asset
- Ability to communicate and build citizen awareness of energy efficient strategies
- Strong professional or community networks that can be leveraged to create community awareness and support for energy transitioning
- Proven Leadership abilities
- Individuals with a background in:
 - Transportation (public, car-share, emerging technology, transit-oriented corridors, other)
 - Climate Adaptation, and/or
 - Energy and Waste

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- The ability to commit:
 - **6 to 10 hours per meeting** (includes review of agenda material prior to meeting), plus other optional Committee and sub-committee related activities
 - The Committee meets for standard sessions six times per year generally on a Thursday of the month, from 1 - 4 pm, typically at the Edmonton Tower Meetings facility or a nearby downtown location. 2019 ETAC meeting schedule: January 22, March 7, May 2, June 6, September 5, November 7.

Expectations [\(Back to top\)](#)

- Develop and maintain a good working knowledge of the Committee's mandate, Bylaw, and related policies
- Actively participate in Committee meetings, orientation and planning sessions, and other Committee activities
- Review materials and prepare for meetings, participate in discussions and decision-making, and honor decisions of the Committee
- Act as an energy transition leader by creating awareness and support within your sector and throughout the community
- Provide rigorous, ongoing feedback for Administration and City Council regarding the Strategy and its implementation