



# Indigenous.Link

Canada's fastest growing Indigenous career portal, Careers.Indigenous.Link is pleased to introduce a new approach to job searching for Indigenous Job Seekers of Canada. Careers.Indigenous.Link brings simplicity, value, and functionality to the world of Canadian online job boards.

Through our partnership with Indigenous.Links Diversity Recruitment Program, we post jobs for Canada's largest corporations and government departments. With our vertical job search engine technology, Indigenous Job Seekers can search thousands of Indigenous-specific jobs in just about every industry, city, province and postal code.

Careers.Indigenous.Link offers the hottest job listings from some of the nation's top employers, and we will continue to add services and enhance functionality ensuring a more effective job search. For example, during a search, job seekers have the ability to roll over any job listing and read a brief description of the position to determine if the job is exactly what they're searching for. This practical feature allows job seekers to only research jobs relevant to their search. By including elements like this, Careers.Indigenous.Link can help reduce the time it takes to find and apply for the best, available jobs.

The team behind Indigenous.Link is dedicated to connecting Indigenous Peoples of Canada with great jobs along with the most time and cost-effective, career-advancing resources. It is our mission to develop and maintain a website where people can go to work!

Contact us to find out more about how to become a Site Sponsor.

Corporate Headquarters:

Toll Free Phone: (866) 225-9067

Toll Free Fax: (877) 825-7564

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# Job Board Posting



Careers.Indigenous.Link

Date Printed: 2024/07/12

## Project Lead, Environment (Indigenous)

<b>Job ID</b>	<b>E5-D1-6C-07-3C-2D</b>	
<b>Web Address</b>	<a href="https://careers.indigenous.link/viewjob?jobname=E5-D1-6C-07-3C-2D">https://careers.indigenous.link/viewjob?jobname=E5-D1-6C-07-3C-2D</a>	
<b>Company</b>	City Of Toronto	
<b>Location</b>	Toronto, Ontario	
<b>Date Posted</b>	From: 2024-07-03	To: 2024-08-02
<b>Job</b>	Type: Full-time	Category: Miscellaneous

### Description

Job ID: 46711

Job Category: Project Management

Division & Section: Environment & Climate, Environment & Climate Planning

Work Location: Union Station, 65 Front St. W.

Job Type & Duration: Full-time, Temporary Vacancy (12 months) Salary: \$86,716.00 - \$112,255.00

Shift Information: 9 am to 5 pm, Monday to Friday, hybrid, per week

Affiliation: Non-Union

Number of Positions Open: 1

Posting Period: 3-JUL-2024 to 17-JUL-2024

Striving towards making Toronto one of the most sustainable cities in the world, the Environment and Climate Division (E&C) facilitates the development of corporate-wide environmental and energy policies and programs. E&C manages initiatives and programs that seek to reduce the environmental footprint of the entire Toronto community, as well as our own corporate operations, guided by the TransformTO Climate Action Strategy.

We are a group of diverse and enthusiastic professionals dedicated to long-term environmental and energy sustainability. If you are a passionate and innovative individual, able to pivot when priorities change, constantly curious, excited by excellent public policy, with a desire to advance environmental and energy policies and programs this is the place for you!

Major Responsibilities:

Reporting to the Program Manager, Policy & Research, the Project Lead plays a critical role in supporting the coordination, development, implementation and evaluation of projects, activities, and assignments pertaining to the programs, services, policies, and/or operations of the Environment & Climate Division, while representing the Division on various committees, working groups and project-related community consultations with the public.

The Project Lead:

- Leads development of a relationship-building and engagement approach with Toronto's Indigenous communities that is focussed on relating the City's Reconciliation Action Plan with environmental and climate change policy and action, with particular attention to climate resilience and greenhouse gas emissions reduction.

- Develops and implements outreach and engagement initiatives with a specific focus on engagement with Indigenous communities including youth and elders on climate change resilience and Net Zero topics.
- Conducts research to support prioritization of Indigenous perspectives into climate policy, research and action at the City.
- Coordinates with other Indigenous staff and Indigenous-focussed project work ongoing at the City.
- Supports the development of Indigenous-informed essential actions to enhance climate resilience and move towards Net Zero that would otherwise be absent in only presenting Western worldviews.
- Considers developments within the field and related initiatives by other levels of government that prioritize Indigenous worldviews, along with corporate policies, practices and legislation.
- Participates in the E&C's program planning process, including developing long range Divisional objectives. In support of this, the Project Lead will ensure effective partnerships with other Divisions, agencies, boards and commissions.
- Facilitates requests originating from elected officials, other divisions and the public, coordinating input and assessing project feasibility within current programs.
- Acts as a resource person for communication and inquiries related to Divisional activities and programs.
- Develops promotional and educational materials, and provides presentations as required for various levels of internal and external management/stakeholders.
- Oversees assigned projects and provides contract management, while monitoring project timelines to ensure completion within approved work plans.
- Prepares, coordinates and makes recommendations on Request for Proposal/Requests for Quotation, and tender documents.

#### Key Qualifications:

1. Lived experiences as a member of a First Nation, Metis, Inuit or Indigenous community.
2. Education in environmental studies/policy/science, urban planning/studies, public/policy administration, sociology, anthropology, community development or a relevant discipline or equivalent combination of education and/or experience.
3. Experience working with or in Indigenous communities, preferably in an engagement role. A focus on climate resilience and mitigation policy and information would be considered an asset.
4. Experience in managing complex projects particularly to support Indigenous policy development activities, including research and analysis. A focus on climate resilience and mitigation policy and research would be considered an asset.
5. Experience as a fully accountable project leader handling multiple and diverse projects and priorities in a detail and deadline-oriented environment.
6. Exceptional communication skills (oral and written) that include ability to communicate clearly with community members and specifically members of Indigenous communities, excellent report writing, briefing material preparation and strong presentation skills, able to deliver to various levels of staff and other internal and external groups.
7. Strong interpersonal skills with the ability to establish and maintain effective working relationships with public and staff.
8. Proficiency with a variety of software including, MS Office (i.e. Word, Excel, and PowerPoint)
9. Familiarity with Ontario Statutes, including Occupational Health and Safety Act, employment standards, labour and human rights, and other applicable government legislation.

10. Ability to support the Toronto Public Service values to ensure a culture that champions equity, diversity and respectful workplaces.

Join Us!

If you are interested in learning more about this exciting opportunity, you can participate in an information session on Wednesday, July 10th 2024 from 5:00pm to 6:00pm. You will have the opportunity to ask questions related to the position, the City's application process, working for the City of Toronto and within the Division.

Webinar Topic:

Information Session: 46711 - Project Lead Environment (Indigenous)

Date and Time:

Wednesday, July 10th, 2024, 5:00pm | (UTC -04:00) Eastern Time (US & Canada)

Join Link:

<https://toronto.webex.com/toronto/j.phpMTID=mc8f22107ea699baf6a3632a641bd3fde>

Webinar Number:

2630 741 5456

Webinar Password:

Tzf5x6ASmF3 (89359627 when dialing from a phone or video system)

Join by Phone:

+1-416-915-6530 Canada Toll

+1-613-714-9906 Canada Toll (Ottawa)

Access Code:

2630 741 5456

Note To Current City of Toronto Employees

City of Toronto employees are eligible to apply for the posted job opportunity, but cannot hold two different jobs. To be considered for this job posting, you must indicate that you are a "Current City of Toronto employee" on the on-line application form, and provide your "Employee Number".

Toronto is home to more than 2.9 million people whose diversity and experiences make this great city Canada's leading economic engine and one of the world's most diverse and livable cities. As the fourth largest city in North America, Toronto is a global leader in technology, finance, film, music, culture, and innovation, and consistently places at the top of international rankings due to investments championed by its government, residents and businesses. For more information, visit [jobs.toronto.ca](https://jobs.toronto.ca) or follow us on Twitter at [Twitter.com/CityTOjobs](https://twitter.com/CityTOjobs), on LinkedIn at [Linkedin.com/company/city-of-toronto](https://linkedin.com/company/city-of-toronto) or on Facebook at [Facebook.com/CityTOjobs](https://facebook.com/CityTOjobs).

### **How to Apply**

Click "Apply Now"

For more information on this and other opportunities with the City of Toronto, visit us online at <https://jobs.toronto.ca/jobsatcity/>. To apply online, submit your resume, quoting Job ID 46711, by Friday, June 28, 2024.

Equity, Diversity and Inclusion

The City is an equal opportunity employer, dedicated to creating a workplace culture of inclusiveness that reflects the diverse residents that we serve. Learn more about the City's commitment to employment equity.

Accommodation

The City of Toronto is committed to creating an accessible and inclusive organization. We are

committed to providing barrier-free and accessible employment practices in compliance with the Accessibility for Ontarians with Disabilities Act (AODA). Should you require Code-protected accommodation through any stage of the recruitment process, please make them known when contacted and we will work with you to meet your needs. Disability-related accommodation during the application process is available upon request. Learn more about the City's Hiring Policies and Accommodation Process.