



Energy Projects Coordinator

Type of Position: Full-Time, 2-year contract (with possibility of renewal)

Closing Date: Until position is filled

Energy Projects Coordinator will play a pivotal role in advancing Ginoogaming First Nation's (GFN) participation in energy sector projects within and adjacent to its traditional territory. This position is responsible for leading community engagement, supporting project development activities, and ensuring that GFN's rights, interests, and economic aspirations are effectively represented throughout all phases of energy project development.

The Energy Projects Coordinator will support GFN's economic development goals by managing relationships with energy developers, regulatory bodies, and government agencies. This position requires a highly organized individual with strong interpersonal skills and a commitment to fostering positive relationships between all stakeholders involved.

Key Responsibilities

- Coordinate and oversee engagement activities related to the lifecycle of energy projects within GFN's traditional territory.
- Ensure timely and effective communication between GFN leadership, community members, and energy project proponents.
- Support discussions on impact and benefit sharing, mitigation measures, and environmental protections to address identified issues.
- Facilitate internal report reviews and prepare briefings for the Director, GFN leadership and Council.
- Monitor and track project milestones, regulatory processes, and consultation obligations across multiple energy projects.

Skills and Qualifications

Lead Day-to-Day Engagement Activities (Project and Lifecycle):

- Coordinate and oversee engagement activities related to the lifecycle of energy projects within GFN's traditional territory.
- Ensure timely and effective communication between GFN leadership, community members, and energy project proponents.
- Support discussions on impact and benefit sharing, mitigation measures, and environmental protections to address identified issues.
- Facilitate internal report reviews and prepare briefings for the Director, GFN leadership and Council.
- Monitor and track project milestones, regulatory processes, and consultation obligations across multiple energy projects.

Collaborate with Energy Developers and Proponents:

- Act as the primary liaison between GFN and energy project proponents, including renewable energy developers, transmission companies, and resource development firms.
- Support the dissemination of project information to GFN leadership, Elders, and community members in a clear and accessible manner.
- Collect and relay community comments, questions, issues, and concerns to project proponents.
- Collaborate to maximize contracting, employment, and business development opportunities for GFN members and community-owned enterprises.
- Ensure that project goals and consultation obligations are aligned with GFN's rights, title, and interests.

Support Energy Project Development:

- Assist in the review of environmental assessments, project applications, and regulatory filings related to energy projects.
- Support GFN's participation in regulatory proceedings, including Environmental Assessment processes, Impact Benefit Agreement (IBA) negotiations, and Duty to Consult processes.
- Identify and evaluate potential energy development opportunities, including renewable energy initiatives, that align with GFN's economic development strategy.
- Assist with grant applications, funding proposals, and capacity funding requests related to energy project engagement.

Community and Stakeholder Relations:

- Organize and facilitate community information sessions, consultation meetings, and public engagement events related to energy projects.
- Ensure meaningful community input is gathered, documented, and incorporated into GFN's engagement processes.
- Maintain positive and respectful relationships with GFN Elders, community members, partner First Nations, and external stakeholders.
- Prepare engagement reports, correspondence, and presentations as required.

Experience and Education Requirements

- Completion of post-secondary studies in a related field (e.g., Indigenous Studies, Environmental Studies, Business Administration, Engineering, Renewable Energy, Natural Resources) is preferred; equivalent work experience will also be considered
- Previous experience in project coordination, community engagement, energy development, or a related field is strongly preferred.
- Knowledge of the energy sector, including renewable energy projects, transmission infrastructure, and resource development processes.
- Understanding of Indigenous rights, title, and consultation obligations, including the Duty to Consult and accommodate frameworks.
- Strong interpersonal and communication skills, with the ability to effectively engage with diverse stakeholders including community members, government officials, and industry representatives.

- Demonstrated ability to organize and facilitate meetings, consultations, and community events.
- Ability to analyze regulatory documents, environmental assessments, and project proposals.
- Strong written communication skills for preparing reports, briefing notes, and correspondence.
- Ability to work independently and collaboratively in a dynamic and fast-paced environment.
- Valid Class "G" driver's license and access to a reliable vehicle; ability to travel to project sites and community locations as required.
- Must be able to provide an updated Criminal Record Check and Vulnerable Sector Check upon hire as required.
- Valid Class "G" driver's license and access to a reliable vehicle; ability to travel to project sites and community locations as required.
- Must be able to provide an updated Criminal Record Check and Vulnerable Sector Check upon hire as required.

Other Requirements

- Familiarity with Ginoogaming First Nation's traditional territory, culture, and community priorities.
- Experience with Impact Benefit Agreement negotiations or regulatory participation processes.
- Knowledge of federal and provincial energy regulatory frameworks (e.g., OEB, CER, IESO).

Salary Range: \$55,000 to \$70,000 per year (*salary will be determined based on experience, qualifications, and internal salary grid.*)

Please send your cover letter along with your resume to krystal.rondeau@ginoogamingfn.ca
CC zhamm@ginoogamingfn.ca

All interested applicants are encouraged to submit a cover letter and resume outlining how you meet these qualifications.

Only applicants who meet the above criteria will be contacted for an interview.

Artificial Intelligence Disclosure

Ginoogaming First Nation does not use artificial intelligence or automated decision-making tools in its hiring or recruitment processes. All applications are reviewed by qualified human resources staff.