

Job Description – Clean Leadership 2019 Program

Summary of the Program

The Clean Leadership program (formerly Nova Scotia Youth Conservation Corps or Youth Corps) was established in 1989 to provide Nova Scotian youth with training and employment opportunities in the environmental field. This program engages community partners across the province to hire students to carry out work in the summer months that fosters environmental stewardship. The Clean Leadership program provides Nova Scotian youth with green sector work experience, an enhanced appreciation of the environment and their community, and develops skills for life-long learning (including team-building and leadership skills, increased knowledge for future employment and/or education ventures, program evaluation techniques, and the ability to give back to their community and their environment.

Job Title - Electric Vehicle Engagement Officer (2 fifteen-week positions available)
Wage - \$15.00

Summary of Position

There are over 600,000 registered personal vehicles in Nova Scotia, and our transportation sector is the second largest greenhouse gas (“GHG”) emitter after the electricity sector. Switching from gas-powered vehicles to EVs is an important step in reducing Nova Scotia’s GHG emissions. The Electric Vehicle Engagement Officer will be one of two delivery leads for a province-wide electric vehicle (“EV”) showcase designed to engage and excite Nova Scotians about the future of electrified transportation by providing opportunities to experience EVs first-hand. The community partner for this Summer Student Intern position through the Clean Leadership program will be Clean Foundation, reporting to the Clean Transportation Manager.

Community Partner

Clean makes homes more energy efficient, restores streams & watersheds, engages youth on the environment, promotes green transportation, mitigates the effects of stormwater, helps communities reduce waste, and contributes to public policy discussions.

That’s what we do. Why we do it is to help create a more sustainable society in Atlantic Canada. We work for a clean climate and clean water, and, to help us get there, we foster, educate and support clean leaders in our communities. Clean is located at 126 Portland St, Dartmouth, Nova Scotia.

Duties and Responsibilities

- Promoting the EV showcases by engaging members of the public on the fun benefits of owning an EV and encouraging them test drive one;
- Helping develop and disseminate content for social media, press releases and the showcase webpage;
- Working with the Scheduling Coordinator to ensure events are delivered efficiently and effectively in key target regions and communities;
- Liaising with community partners to plan and host showcase events;

- Traveling to and from and setting up showcase booths at events around the province. (Some of these events will be on evenings and weekends; the Electric Vehicle Engagement Officers' will be able to claim time in lieu in the event that they exceed 35 hours of work in a given week;
- Learning about EVs and their benefits and being able to speak confidently and knowledgeably about them to the general public;
- Being an engaging and enthusiastic representative of the EV showcases for the general public, media and other stakeholders;
- Supporting the safe and responsible completion of EV test drives;
- Supporting the measurement and analysis of key event metrics and success indicators;
- Proactively providing ideas for improvement of the EV events;
- Working with Clean's communications staff to ensure that online showcase content is up-to-date;
- Maintaining all showcase inventory (tents, tables, tablets, promotional items, etc.);
- Ensuring proper OH&S procedures are followed;
- Other duties as required.

Requirements/Qualifications

- Must be a Canadian citizen or legally entitled to work in Canada;
- Must be between the ages of 15 and 30;
- Must be a full-time student and intending to return to school in fall 2019;
- Is not a member of immediate family of community partner;
- Have an aptitude for safe work practices and the ability to multi-task in a busy work environment;
- Be able to work productively as part of a team while responding to feedback;
- Demonstrated interest in future employment in the environmental or 'green' sector is considered an asset;
- Working towards a degree in Communications, Marketing, Public Relations, Business Administration, Community Engagement or related field;
- Excellent networking skills and a high comfort level with public speaking;
- Passion for electric vehicles;
- Must possess a valid Canadian driver's license and a clean Driver's Abstract from the Registry of Motor Vehicles;
- Proficiency with common office software, such as Microsoft Office and Outlook;
- Must possess excellent, written and oral communication skills;
- Valid First Aid and WHIMIS would be considered an asset.
- Knowledgeable about automotive mechanics would be considered an asset;
- Experience facilitating community outreach events would be considered an asset;
- Experience organizing public education and training events would be an asset.

Working Conditions

The job may require the candidate to:

- *work outside during hot or rainy days;*
- *stand on their feet all day;*
- *load and unload equipment when setting up and tearing down the booth; or*
- *drive to offsite locations, sometimes for multiple hours consecutively.*