



# CHIPPEWAS OF THE THAMES FIRST NATION

320 Chippewa Road, Muncey, Ontario N0L 1Y0 Tel: (519) 289 – 5555 Fax: (519) 289-2230.

---

**Chippewas of the Thames First Nation is accepting applications for the position of:**

## **Community Energy Champion**

Supervisor: Public Works Director  
Terms: Full-Time, 37.5 hours per week  
Start Date: ASAP  
Rate of Pay: \$25.50/hr  
Posting Date: June 30, 2021  
Closing Date: Until Filled

### **Position Summary**

To commence Chippewas Community Energy plan by completing energy assessments of all buildings in the Community. This evaluation begins with community housing structures, business buildings. Chippewas of the Thames First Nation is implementing our Community Energy Plan, for this we must evaluate building energy uses, identify all non-efficient uses, to address needs to obtain our energy planning goals.

As the Community Energy Champion, you will be responsible for completing energy assessments, and recommend an energy efficient methods and to address and make awareness of energy conservation strategies to all community members.

We are looking to hire a Building Inspector. As a Building Inspector, you will be required to conduct inspections with safety, structural, and building code regulations. You will also be required to issue notices, stop-work orders, To ensure success as a Building Inspector, you should have construction knowledge, a keen eye for detail, and the ability to make difficult decisions. Ultimately, spots safety and structural issues and can make clear decisions without emotional influences.

### **Roles and Responsibilities**

The successful candidate will be provided with energy training to complete this role. The Community Energy Champion will be responsible for inspecting then documenting current conditions of all buildings being inspected. The Building inspector shall respond to general member's inquiries regarding deficiencies and energy usage. The inspector will direct the customer to the appropriate resource for energy efficiency cost savings opportunities. Building Inspector Responsibilities:

- Produce detailed measurements showing the building meets given specifications and applicable building codes
- Record and organize all findings and include a detailed description of the methods and instruments used to collect data
- Create detailed comparisons of the conditions of the different building sections, including discrepancies in color, weight, size and grades of the materials used
- Thoroughly inspect all blueprints, data and manuals to educate yourself and confirm that no planning errors exist in written form
- Maintain records of all test results to be presented to managers or future inspectors
- Write reports on all deficiencies for each building, When possible offer corrective actions when certain materials or fixtures do not meet building standards.
- Stay updated on all local building codes and safety standards
- Maintain records of inspections
- Report all instances of noncompliance, Travel to building sites for field inspections

### **Job Skills & Requirements**

- Strong grasp of construction and materials science
  - Attention to detail
  - Good communication skills
  - Prepare and host community meetings related, to energy efficiencies and best practices.
  - Complete walkthrough energy assessments of community buildings and residential homes to identify energy saving opportunities.
-

- Install or recommend energy saving devices including energy efficiency lighting, hot water saving devices, and programmable thermostats. Provide follow-up services of these visits.
- Initiate conversations with members regarding energy usage and conservation. Including in- person, at community meetings and virtually.
- Attend training seminars, workshops, and online courses in order to stay up-to-date on funding opportunities for the community, utility rates, and renewable energy opportunities.
- Clearly explain energy assessment findings to building owner, including; deficiencies that can be addressed immediately, any utility bills discrepancies, and inform owner of any relevant energy efficiency rebates. Issuing of formal notices and potential orders to supervisor & direct to Managers meetings.
- Maintain and complete all necessary paperwork, record keeping and documentation etc.
- Follow all safety and work rules and regulations.
- Reviewing blueprints and building plans.
- Inspecting the building structure, plumbing, electrical, sewerage, and heating systems for safety and specification compliance.
- Maintaining daily logs and ensuring that the deficiencies are documented and supported, to adhere to all safety codes.
- Examine building plans for completeness and conformation to code.
- Maintain records of inspections
- Report all instances of noncompliance
- Travel to building sites for field inspections

### **Qualifications of Successful Candidate**

- High-school diploma (O.S.S.D) or equivalent.
- A background in project management, energy planning, engineering, infrastructure assessment, or similar is preferred.
- Motivated self-starter able to complete tasks with minimal supervision.
- Interest in energy conservation and sustainability.
- Willingness to engage all community members and host community workshops.
- Valid G license.

\*Hiring of Indigenous people will be given preference, please identify

Interested applicants must submit a cover letter, resume, photocopies of education and training certificates, three work related references.

**Briar Banks, Human Resource Manager, [bbanks@cottfn.com](mailto:bbanks@cottfn.com)  
320 Chippewa Road,  
Muncey, ON N0L 1Y0**

**320 Chippewa Road, Muncey, ON, N0L 1Y0  
Ph. 519-289-5555 Fax. 519-289-2230  
[info@cottfn.com](mailto:info@cottfn.com) [www.cottfn.com](http://www.cottfn.com)**