



IRON & EARTH JOB DESCRIPTION

Job title:	Community Engagement Officer	
Division/Department:	PTC & Communities	
Location:	Work from home in Ocean Man First Nation, SK	
Report to (title):	Senior Project Manager - Community Sustainability	
Position working as:	<input type="checkbox"/> Part-Time <input type="checkbox"/> Full-Time <input checked="" type="checkbox"/> Contracted <ul style="list-style-type: none">• Minimum 5 hours per week• 150 hours total	
Normal working hours:	Time Zone: Some hours must overlap with CST and Pacific Time	
Period:	December 2024	April 2025
Job summary:		
About the job: <p>Iron & Earth is seeking a Community Engagement Officer to represent the interests of their community, collaborate in the development of local community engagement, and attend relevant community events regarding the ongoing energy transition in Saskatchewan, including the upcoming construction of the Iyuhana Solar Project.</p> <p>While the position is fully remote, the Community Engagement Officer must be based locally in Ocean Man First Nation, SK as they are the first point of contact in developing local relationships with relevant stakeholders, conducting on-the-ground outreach, and identifying emergent issues and opportunities in the community.</p> <p>This position involves working as an in-person event coordinator for the upcoming Iron & Earth community event. They will be responsible for leading facilitators and participants, ensuring that the event runs smoothly, and being the main I&E representative during the event.</p> <p>For additional information or to submit an application, please contact us via email at careers@ironandearth.org or visit https://www.ironandearth.org/careers</p>		



Salary range: \$31/hr

Key deliverables and duties:

- Assist in community and stakeholder mapping for community events including community outreach efforts such as email, phone calls and in persons/virtual meetings
- Participate in conversations with local Ocean Man First Nation community members about their views on the energy transition and renewable energy
- Attend and act as an in-person event coordinator during I&E community events including leadership and facilitation of breakout groups
- Provide context for your local community and act as a community representative for the work Iron and Earth completes in the community
- Represent the interests of Iron & Earth on behalf of workers, communities and indigenous people in interactions with local policymakers and municipal governments.
- Support event logistics in their communities
- Capture photographs of session setups and venues (making sure to exclude participants)
- Collaborate with the Community Talks team in the development of local community engagement.
- Take detailed notes during events

Job requirements:

- Be passionate about talking with community members
- Interested in building relationships within the community
- Training available
- Access to stable internet and laptop
- Able to work weekends and evenings

Community Approach

Iron & Earth offers communities support to implement small-scale green energy solutions, and reduce dependency on fossil fuels. These are not intended as comprehensive solutions but rather to 'kick-start' the sense of possibility and local capability.

Iron & Earth believes community engagement is an effective way to influence sustainable participation in a Just Transition, and that community-driven solutions have a greater chance of becoming successful and sustainable in the long-term.

Iron & Earth is committed to meeting communities where they are at, by supporting self-determined, community-driven solutions, and offering non-prescriptive support. We take the time to build relationships and adapt to individual community needs whenever possible.



Our work within and for the community is regionally based. We aspire to work with communities from coast-to-coast-to-coast.

About Iron & Earth:

Iron & Earth is working toward a future where the workforce is dynamically engaged in a thriving green economy.

We envision broad participation in a Just Transition, leading to strengthened economic and climate resilience, expanded accessibility to sustainable energy solutions and meaningful careers.

Our vision extends beyond workforce mobilization to foster a community-driven transformation, where people actively contribute to a sustainable and equitable future, for their communities and the planet.

Mission

Iron & Earth enables sustainable, community-driven climate solutions and reduces barriers for those seeking a future in the green economy.