



Pacific Institute  
for Climate Solutions  
**Knowledge. Insight. Action.**

## **JOB POSTING**

Position Title           **Program Manager, Pacific Institute for Climate Solutions**  
Location:                University of Victoria, Victoria BC  
FTE:                      Full time, regular  
Deadline to apply:    2 November 2018

### **POSITION DESCRIPTION:**

The [Pacific Institute for Climate Solutions](http://www.pics.uvic.ca) (PICS) is a research and engagement network with a mandate to produce leading climate solutions research that is actively used by decision-makers to develop effective mitigation and adaptation policies and actions. We have a focus on BC, but target our work to contribute to the global knowledge base and action on climate solutions. PICS is funded by a major endowment which supports research and knowledge mobilization to create climate change solutions that will have an impact in both decreasing GHG emissions and assisting our society to adapt to the changing climate. PICS is hosted by the University of Victoria and operates at University of British Columbia, University of Northern British Columbia, Simon Fraser University and University of Victoria to link high quality academic researchers with governments and the private sector to co-develop climate change solutions. PICS has a staff complement of 10 including three off-site program managers who are located at the other university campuses.

The PICS Program Manager: supports the overall implementation of the PICS strategic plan ([www.pics.uvic.ca](http://www.pics.uvic.ca)); is responsible for PICS on-campus presence at the University of Victoria including organizing events, maintaining a program of student and faculty engagement, participating in local outreach and climate change solution implementation activities; developing advanced knowledge in their subject matter domain; developing a network of local support related to particular subject matter domains; and engaging in climate solutions outreach related to their area(s) of expertise.

This position requires occasional travel (generally 1 – 3 days/trip, mainly within BC) for meetings, conferences, workshops etc.

## JOB REQUIREMENTS:

This position requires a Master's Degree in Natural or Social Science, Engineering, Economics or related field with a specialty in climate change mitigation or adaptation solutions, and a minimum of three years of experience including project management, event management, communications, and grant writing.

An equivalent combination of education, training and experience may be considered.

### **Specialized knowledge includes:**

- Good knowledge and demonstrated interest in climate change issues, particularly in relation to climate change solutions
- Demonstrated experience preparing and giving technical and non-technical talks, preferably related to climate change solutions or related topic

### **Competencies include:**

- Superior organizational skills and the ability to pay close attention to detail
- Demonstrated ability to work independently with little supervision, and as a member of a diverse team distributed over a range of locations
- Good written and oral communication skills, ability to present difficult concepts to both specialist and generalist audiences
- Strong analytic and quantitative capability
- Strong interpersonal communication abilities
- Highly motivated, creative, and self-starter
- Demonstrated ability to initiate new projects and take them from idea to completion

## TO APPLY:

**For complete job description and to apply, visit the University of Victoria Human Resources Website:**

<https://uvic.mua.hrdepartment.com/hr/ats/Posting/view/4138>