Suite 615, 100 Park Royal South
Sḵwx̱wú7mesh Traditional Territory
West Vancouver, BC, V7T 1A2

www.ahma-bc.org
Office: 604 921 2462
Toll-free: 1 888 921 2462

Aboriginal Housing Management Association
Over 30 years of Indigenous housing expertise

JOB POSTING – *ENERGY PROGRAM ADVISOR*

October 6, 2026

Please submit your application to:
jobs@ahma-bc.org

This posting will remain open until ***October 27, 2026***

We thank all applicants for submitting their applications; however, only those candidates who clearly indicate in their applications how they meet the qualifications for this position will be considered. Please note that a criminal record check may be performed as part of the final selection process.

About AHMA
Located on the Skwxwú7mesh (Squamish) Nation Territory in West Vancouver, BC, the Aboriginal Housing Management Association (AHMA) has over 30 years of expertise in advancing housing rights for Indigenous Peoples. We are Canada's first For Indigenous, By Indigenous housing authority. AHMA members manage over 95% of all Indigenous housing units located off-reserve in BC and AHMA administers funds for almost 10,000 Indigenous individuals and families living in urban, rural, and northern parts of the province. We also advocate broadly for Indigenous housing, provide operational guidance, conduct research, support asset management, and much more.

To learn more about AHMA and what we do, please visit our website at:
www.ahma-bc.org

Overview:

Ha7lh skwáyel– *Squamish for "Good morning/afternoon."*

As a member of the Asset Strategies Branch, and reporting to the Manager, Engagement and Technical Services, the ***Energy Program Advisor*** contributes to the organization's success by advancing initiatives in energy efficiency, sustainability, asset management, and climate resilience. The role combines technical expertise, program delivery, stakeholder engagement, and capacity building to improve building performance, access funding opportunities, strengthen asset stewardship, and build organizational capacity.

Location and Salary:

This is a full time employment with remote work based in the Province of British Columbia or a hybrid office-based position in West Vancouver. Some provincial travel may be required.
Salary: $78,000 - $99,000

Who we are looking for:

Education & Experience

- Minimum 2 years' proven experience in the energy and/or housing sector.
- Minimum 2 years' proven experience in managing or overseeing a variety of projects and stakeholders.
- Post-secondary diploma or degree in a field relevant to the responsibilities and requirements of the position.
- Professional certifications such as Registered Energy Advisor (REA), Certified Energy Manager (CEM), Building Operator Certification (BOC), PMP, CAMT, or related designations are an asset.
- Proven experience working with Indigenous people; direct experience working within a First Nations environment is a definite asset.
- Possession of a valid BC Driver's License and a reliable vehicle.

For more information about the key responsibilities of this position, as well as the knowledge and skills required, please see below.

(A combination of education and experience may be taken into consideration.)

Critical Success Factor:

The core of our business is serving Indigenous communities; therefore, a critical success factor for any person who joins the AHMA team is to have an in-depth understanding of Indigenous people and culture, preferably with strong British Columbia connections.

Team members are expected to have gained this understanding through lived experiences, whether it is from being of Indigenous ancestry or working closely with Indigenous communities. Preference will be given to applicants of Indigenous ancestry as per Section 41 of the BC Human Rights Code (self-identify).

Chet kw'enmantumiyap – *Squamish for "We are thankful to you all."*

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JOB DESCRIPTION - ENERGY PROGRAM ADVISOR

Reports to: Manager, Engagement and Technical Services
Updated: October 2026
Location: Remote within BC

ROLE DESCRIPTION

Reporting to the Manager, Engagement and Technical Services, the Energy Program Advisor contributes to the organization's success by advancing initiatives in energy efficiency, sustainability, asset management, and climate resilience. The role combines technical expertise, program delivery, stakeholder engagement, and capacity building to improve building performance, access funding opportunities, strengthen asset stewardship, and build organizational capacity.

KEY RESPONSIBILITIES

Technical Support

- Provide guidance, training, and technical support on energy efficiency, asset management, climate resilience, and high-performance building practices.
- Analyze building and utility data, establish performance metrics, and provide advice on maintenance, capital planning, and renewal strategies to improve energy efficiency, resilience, affordability, and long-term asset performance.
- Support Housing Societies and AHMA employees in identifying, evaluating, and implementing energy efficiency, resilience, low-carbon development, retrofit, and capital renewal opportunities.
- Promote best practices related to the BC Energy Step Code, BC Carbon Step Code, BC Housing Design Guidelines, net-zero ready buildings, passive house design, embodied carbon reduction, and energy poverty reduction.
- Monitor funding programs, grants, incentives, and financing opportunities, and support Housing Providers with funding applications, business cases, project planning, and leveraging multiple funding sources.
- Coordinate member participation in energy studies, assessments, incentive programs, demonstration and pilot projects, and energy retrofit initiatives.

Engagement

- Build and maintain strategic relationships with Indigenous Housing Societies, First Nations, utilities, governments, educational institutions, industry organizations, funders, and service delivery partners.

- Develop and deliver training programs, workshops, webinars, presentations, and educational resources related to energy efficiency, climate resilience, high-performance buildings, and asset stewardship.
- Develop tools, guides, presentations, case studies, reports, and other knowledge-sharing resources that strengthen sector capacity and communicate AHMA initiatives and outcomes.
- Develop and publish the AHMA Asset Strategies Toolbox Newsletter and other communications materials that highlight member successes, innovative projects, lessons learned, and emerging best practices.
- Represent AHMA on committees, advisory bodies, research projects, working groups, and sector networks related to housing, energy efficiency, climate adaptation, emergency management, sustainability, and capacity development.
- Advocate for the interests of Indigenous Housing Societies and contribute to policy discussions, sector initiatives, and strategic partnerships that advance energy justice, climate resilience, and sustainable housing outcomes.

Strategic Initiatives

- Identify opportunities to strengthen AHMA services, partnerships, policies, and programs by integrating energy efficiency, climate resilience, housing development, and asset management objectives and aligning them with provincial and federal initiatives.
- Monitor legislation, regulations, standards, and policies related to energy efficiency, building performance, climate adaptation, emergency management, and housing development.
- Support the development of strategic partnerships, sector initiatives, and innovative approaches that advance sustainable, resilient, and culturally appropriate housing solutions.
- Prepare and present quarterly reports on project activities, workplan progress, outcomes, challenges, and emerging opportunities.
- Monitor program outcomes and recommend continuous improvements to enhance member services, sector impact, and organizational objectives.

In addition to the key responsibilities described, all members of the Asset Management team are knowledgeable about the responsibilities of all team members, provide cross-over support for their duties as needed, and support the completion of organizational goals not defined here.

KNOWLEDGE, SKILLS & ABILITIES

- Strong interpersonal skills and positive work ethic.
- Strong understanding of building energy systems, energy efficiency, climate resilience, and housing sector policies, with the ability to analyze technical reports, energy assessments, utility data, funding programs, and regulatory requirements to support informed decision-making.
- Well-developed prioritizing, organization, decision-making, time management, and verbal/written communication skills.

- Focused, versatile, dependable, multi-task oriented, flexible, positive, and adaptable to challenging situations.
- Ability to create strong strategic relationships and partnerships with internal and external stakeholders.
- Excellent analytical skills with the ability to analyze situations accurately and effectively.
- Proven adaptability to differing cultural and business environments.
- Excellent personal motivation with a proven ability to build and work collaboratively with a team.
- Ability to work independently and successfully meet deadlines.
- Strong computer skills in Microsoft 365, MailChimp and WordPress.
- Ability to work effectively in a remote environment, including maintaining a reliable high-speed internet connection and a suitable home workspace.
- Able to travel and work periodic evenings and weekends.

EDUCATION AND EXPERIENCE

- Minimum 2 years' proven experience in the energy and/or housing sector.
- Minimum 2 years' proven experience in managing or overseeing a variety of projects and stakeholders.
- Post-secondary diploma or degree in a field relevant to the responsibilities and requirements of the position.
- Professional certifications such as Registered Energy Advisor (REA), Certified Energy Manager (CEM), Building Operator Certification (BOC), PMP, CAMT, or related designations are an asset.
- Proven experience working with Indigenous people; direct experience working within a First Nations environment is a definite asset.
- Possession of a valid BC Driver's License and a reliable vehicle.

CRITICAL SUCCESS FACTOR

The core of our business is serving the Aboriginal community; therefore, a critical success factor for anyone who joins the AHMA team is an in-depth understanding of Aboriginal people and culture, preferably with strong connections to British Columbia.

Team members are expected to have gained this understanding through lived experiences, whether from being of Aboriginal ancestry or from working closely with Aboriginal communities. When hiring, preference will be given to candidates who are of Aboriginal ancestry.