

Vice President, Operations and Growth

**Full-time, permanent
Gastown, Vancouver, BC**

About Us

Climate Smart is a dynamic social enterprise that is engaging the business sector to take action on climate change and move toward a resilient, low-carbon economy. Our unique combination of training, certification and software enables organizations to measure and reduce greenhouse gas (GHG) emissions while strengthening their business at the same time. We partner with local governments (e.g., City of Vancouver, City of Edmonton), transportation hubs (e.g., Port of Vancouver and Vancouver International Airport), and other organizations (e.g., Vancity, St. John's Board of Trade) to engage the businesses in their networks and accelerate carbon reduction. Our aggregated data and related products (e.g., Business Energy and Emissions Profile – beep.eco, and *200 Million Tonnes of Opportunity* – <http://200million.ca/>) are used by our partners and others to inform community-wide emissions planning, policy and reduction initiatives. Climate Smart is a collaborative, hands-on team that believes businesses play a critical role in addressing climate change. Our commitment to environmental sustainability underpins our internal operations and organizational culture. Learn more about Climate Smart at climatesmartbusiness.com

About the Position

This is a new position at Climate Smart, and an opportunity to play a critical role in expanding our operations across Canada and into the US. As VP, Operations and Growth, you will be responsible for the implementation of our business plan, and the day-to-day operations of the company. You will report to the president, and will oversee the rest of our strong team. You excel at financial analysis and would thrive developing and executing plans for scaling our reach and impact. Your love of numbers is balanced by exceptional people management and team building skills. You have experience seeing a business through growth, and bring that to your role at Climate Smart. You thrive on collaboration, problem solving, and working with others. Experience working in environmental sustainability or values-based ventures is an asset in this role.

Main Responsibilities

- Sustain our culture and empower our team as we scale and expand Climate Smart's services and geographic reach
- Oversee operational excellence
- Combine high-level strategic focus with day-to-day execution of the details
- Lead annual strategic planning and act as a key strategic advisor to the president

Exceptional Delivery of Climate Smart Products and Service

- Focus on creating conditions for exceptional delivery of Climate Smart's training and certification program, and data products and services
- Metrics-based oversight and management of day-to-day execution
- Support and help build team to execute on current business plan
- Manage and/or support funding opportunities related to operations and growth.

People Management

- Lead Climate Smart's team performance in the delivery of our products and services
- Oversee human resource processes and systems as Climate Smart grows to sustain strong engagement

Data Driven Financial Reporting and Business Analytics

- Oversee analysis, review and development of models for scaling of Climate Smart products and services
- Provide financial analysis for business development proposals
- Provide additional analysis for achieving organizational goals
- Working with the office manager, generate quarterly and annual impact and financial reports for the president and board of directors

Experience, Skills and Characteristics

- Experience in senior management; 5-10 years
- Excellent business and financial analysis skills
- Collaborative management style and excellent communication skills
- Demonstrated experience building and growing organizational impact
- Entrepreneurial spirit and comfort working in a dynamic start-up culture
- MBA and/or other business certification (e.g., CFA, CPA, CHRP, etc.) preferred

How to Apply

Please submit your cover letter and resume by midnight on January 31, 2019 to recruitment@climatesmartbusiness.com with the subject line of “VP Operations and Growth.” In your cover letter, please answer the following questions:

1. Why is this position of interest to you, and how does it fit with your career goals?
2. Please describe a prior experience you’ve had in business planning and financial analysis as part of planning for a company/organization’s growth.

Climate Smart is an Equal Opportunity Employer: We are committed to the principles of equal and inclusive employment opportunities without regard to race, colour, religion, nationality, social or ethnic origin, sex, age, disability, sexual orientation, gender identity and/or expression, domestic partnership status or any other status that is representative of the communities we work in. Climate Smart encourages applicants from all communities.

We kindly ask for no phone calls please. We thank all candidates for applying. However, only those selected for an interview will be contacted.