



POSITION DESCRIPTION

Position Title: Commercial ZEV Advisor, Zero-emission Fleets Program

Salary Range: \$50,000 - \$60,000

Bring your talent, creativity and experience to this unique opportunity. The Fraser Basin Council (FBC) is seeking a full-time staff member to advise on commercial zero-emission vehicles (ZEVs) procurement and coordinate activities in delivering a zero-emission Fleets program, including the highly successful Specialty Use Vehicle Incentive (SUVI) program. The Zero-emission Fleets program is a part of Plug In BC, managed by the Fraser Basin Council, and supports British Columbia businesses to adopt ZEVs and related charging infrastructure. This position will also coordinate other elements of FBC's sustainable transportation program.

We are seeking a candidate with a strong background in electric vehicles and charging infrastructure to work as a commercial EV advisor, who will support a diverse audience, including public and private fleets, to understand the barriers, benefits and options relating to the deployment of zero-emission vehicles and charging stations at their facilities. A particular focus will be on barriers, benefits and options relating to the deployment of ZEVs in B.C. Businesses.

Essential job functions include:

- Providing advice and consultation support to fleets on their electric vehicle procurement and charging needs – in person, online and by phone. Delivering presentations ranging from ZEV basics to deeper dives into technical options of fleet electrification.
- Collecting vehicle usage and charging data from fleets and assist in developing effective strategies and templates for data collection and analysis. Conducting surveys of fleet managers' perceptions of the trends, barriers and opportunities.
- Collecting data from program participants characterizing the performance of program-funded ZEVs based on a survey of applicants
- Engaging with medium and heavy-duty ZEV makers, Cargo-Ebikes makers, other specialty use ZEV makers, including ATV and utility vehicle manufacturers, and assisting in bringing their vehicle models to the province
- Engaging ZEV buyers and suppliers in learning about and promoting ZEVs through various initiatives, including but not limited to interviews, in-person workshops, direct outreach and the facilitation of procurement opportunities
- Making use of various marketing channels, digital and collaboration tools to promote program offerings to fleets and reach new audiences, including fleet and/or procurement managers, vehicle

suppliers, fleet service providers, motorcycle enthusiast groups, sustainability staff, and business owners and business improvement associations

- Enhancing buyer/supplier collaboration by undertaking market research, including interviews with Ministry staff, fleet owners, suppliers and manufacturers, to understand ZEVs' current conditions and act on procurement facilitation and direct outreach
- Organizing events with automotive manufacturers, equipment suppliers and dealerships, and maintain regular contact with them to stay current on relevant program offerings
- Organizing zero-emission vehicle displays and coordinating the annual fleets symposium
- Developing a program website and updating content related to the program offering and delivery
- Processing and scrutinizing applications from fleets for the issuance of rebates for charging infrastructure and/or specialty use vehicle applications.

Preferred Qualifications and Requirements:

- University degree in engineering; science; economics; business administration; community, regional, land use or environmental planning; resource and environmental management; geography and expertise as relevant to the position
- Strong technical knowledge of electric vehicles, including medium and heavy-duty commercial ZEV technologies, charging infrastructure and power management systems
- Experience in conducting surveys, collecting data and data analysis
- Experience in researching policy issues and in conducting data-driven policy analysis
- Familiarity with related topics, including sustainable transportation, energy, climate change, utilities and their governance structures and municipal bylaws
- Familiarity with marketing and outreach, organizing and coordinating events and workshops.
- Strong interpersonal skills in developing relationships with internal and external stakeholders
- Exceptional and diverse communications skills
- Facilitating stakeholder engagement sessions, including creating and delivering oral presentations
- Outstanding technical writing skills: writing analysis reports, project reports and workshop/symposium reports
- Familiarity with financial management, using standard business tools
- Proficiency in business writing skills, contact management systems, general office procedures and financial calculations
- Proficiency in business writing and office computer skills, as well as the use of digital engagement/digital marketing technologies tools
- Enjoyment working in a dynamic team environment
- At least two years of recent related experience.

Applications

Please send your application to: careers@fraserbasin.bc.ca

Applications will be accepted until **February 10, 2021 (5:00 pm PST)**.

FBC offers a comprehensive employee benefits package, which includes medical, dental and insurance coverage, an RRSP contribution matching program and professional development support.

During the COVID-19 pandemic, to ensure staff safety and in compliance with the BC Ministry of Health recommendations for social distancing, staff have the option of working remotely from home and / or working from the office where social distancing between colleagues can be implemented.

FBC is committed to creating a diverse and inclusive work environment and is proud to be an equal opportunity employer. We recognize the importance of empowering vulnerable and marginalized communities, including Indigenous peoples, people of colour, women, LGBTQIA2S+ people and those with diverse abilities. As such, we encourage applications from all people with these identities or who are members of other marginalized communities.

We thank all applicants and note that only shortlisted applicants will be contacted.

About the Fraser Basin Council and Plug In BC

The [Fraser Basin Council \(FBC\)](#) is a non-profit society that advances sustainability in British Columbia, including the Fraser Basin. Established in 1997, the Council is a collaboration of four orders of government (Federal, Provincial, Local and First Nations) and those from the private sector and civil society. FBC helps bring people together to find solutions to sustainability issues, and works on such issues as flood management, climate change action and adaptation, air quality, green fleets, sustainable watersheds and fisheries, and sustainability reporting and education. We are grateful at the Fraser Basin Council to live and work on the unceded, ancestral territories of the Indigenous Nations of British Columbia.

[Plug In BC](#) is a program of the Fraser Basin Council and works in collaboration with government, industry, academic institutions, EV owners, NGOs and utilities. Plug in BC delivers several provincial programs related to charging infrastructure and fleet deployment of electric vehicles, and also delivers work on behalf of utilities and local government clients.