

STUDENT ENERGY

Leaders Fellowship Coordinator

Position Description

Student Energy is a global charity building the next generation of energy leaders. We are a hard-working, fast paced team devoted to youth empowerment in the world of energy. Our team punches above its weight to develop innovative programs, meaningful international partnerships, and serve our community of young energy changemakers. Check out our [theory of change](#) to see what we do and why.

Student Energy is looking to hire a fixed term, full-time (40 hours per week for 6 months) Leaders Fellowship Coordinator to help us grow and manage the program through its second year.

Reporting to the Director of Global Youth Engagement, the Leaders Fellowship Coordinator will work with Student Energy in the following ways:

- Coordinate the booking of the fellowship webinars with energy professionals from around the world
- Coordinate data tracking of all teams participating in the Leaders Fellowship
- Meet monthly with all participating teams and provide program support
- Manage the fellowships email and website
- Other tasks as assigned.

Requirements

The ideal candidate will possess the following qualities:

- Passionate about energy and sustainable energy systems
- Detail-oriented and highly organized
- Creative, go-getter with natural curiosity
- Incredible writer with mastery of English language and grammar
- Desire to build or improve upon leadership skills
- Experience working with a team to achieve a common goal
- Self-motivated and driven to produce quality results
- Must be an independent worker as the job may remain remote
- Must be eager to learn new skills, and ready to take on whatever comes next
- The successful applicant must have access to a computer as one will not be provided

Applicants must meet the following funding eligibility:

- Post-secondary graduate, up to 30 years, or younger, at the start of the internship;
- be a Canadian citizen, permanent resident, or person to whom refugee protection has been conferred under the Immigration and Refugee Protection Act for the duration of the employment

Compensation AND TERM

The Coordinator will receive \$16 - 18/hour CAD (depending on experience), and work full-time up to 40 hours per week between September 1, 2020 and March 1, 2021. Student Energy is based in Vancouver, B.C., but this

position will be remote due to COVID-19. Applications must be submitted by 11:59pm PT on August 23, 2020 through [this form](#).