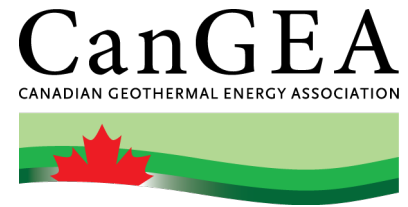


Canadian Geothermal Energy Association  
P. O. Box 1462 St. M, Calgary, Alberta, T2P 2L6, Canada  
Phone: (403) 801 6805, info@cangea.ca - www.cangea.ca



## **CanGEA – Operations Manager**

**(start date: immediately)**

The Canadian Geothermal Energy Association (CanGEA) is the collective voice of Canada's geothermal energy industry with a focus on the power generation from geothermal energy resources and industry-scale direct use. As a non-profit industry association, we represent the interests of our member companies with the primary goal of unlocking the country's tremendous geothermal energy potential. Geothermal energy can provide competitively priced, renewable, round-the-clock energy to the Canadian and U.S. markets. CanGEA promotes the industry and the potential of geothermal energy in Canada through outreach events, research, policy work and representation of Canadian interests internationally.

### **Operations Manager**

The Operations Manager leads CanGEA's daily business with the exception of policy work and gives direction and leadership to the formulation and achievement of the organization's philosophy, mission, and its annual goals and objectives.

Responsibilities include:

- Leading CanGEA's membership outreach program
- Being the first contact for CanGEA's members
- Being the first contact for media inquiries
- Leading CanGEA's communication efforts
- Being responsible for CanGEA's website
- Developing workshop concepts & organizing workshops
- Preparing & giving presentations
- Developing relationships to other industry associations
- Authoring geothermal reports

### **Working Location**

Flexible. Calgary, AB is preferred.

The successful candidate will need to demonstrate good knowledge of Canada's renewable energy industry, especially geothermal energy and its applications. Furthermore knowledge of MS Office (Word, Excel, PowerPoint), Dropbox, Hootsuite, Mailchimp and weebly are an advantage.

The successful candidate will need to be legally eligible to work in Canada.

**This position is a Youth Employment opportunity for applicants under 31 years of age.**

**If you are interested, please send your CV + cover letter to [info@cangea.ca](mailto:info@cangea.ca).**

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