

Job Title: Technical Liaison Director

Job Summary:

The Canadian Association of Consulting Energy Advisors (CACEA) is a not-for-profit member association that represents energy advisors (EA). The Technical Liaison Director must support our mission to support a sustainable and recognized profession of valued and credible Canadian EAs, act as a valued, respected sector partner while contributing to advocacy efforts.

Reporting to the executive director and the CACEA board of directors, the Technical Liaison Director will represent CACEA and serve as a conduit between multiple stakeholders, its members, and the larger EA community. The individual will provide an industry perspective and technical expertise and serve as a key resource and representative with a particular focus on British Columbia BC).

Responsibilities and Duties:

- Represent CACEA with provincial and federal governments to advocate for the EA profession with an emphasis on CACEA members and provide technical expertise and guidance for initiatives.
- Provide technical support for building codes including BC's Energy Step Code and Zero Carbon Step Code for CACEA members and the larger EA community.
- Serve as a key liaison with the BSSB on their codes and standards work.
- Represent the interest of CACEA members and the EA sector at provincial and federal stakeholder meetings
- Working with the education committee, advance information sharing and continued education development opportunities for CACEA members and the Part 9 residential sector and contribute to the mentoring and training of EAs.
- Advance compliance questions and support.
- Contribute to CACEA's networking, advocacy and internal and exterior communication efforts.
- Participate in CACEA's monthly Technical and Education committee meetings
- Participate as an ex officio member in CACEA's monthly Board of Directors meeting.
- Participate in BC Stakeholder events and meetings as required.
- Take a proactive approach to monitoring Part 9 industry activities in BC and identifying opportunities for CACEA members and the EA profession.

Qualifications and Skills:

- Excellent communication skills including report writing, and white papers.
- Strong strategic, analytic, collaborative, interpersonal, and leadership skills.
- A strong understanding of the opportunities and challenges facing EAs.
- Significant recent experience in EA work within BC or equivalent industry involvement.
- Strong expertise and knowledge about current and upcoming initiatives in British Columbia.
- Familiarity with the National Building Code and BC Building Code, with an emphasis on Part 9 low-rise residential sector
- Exceptional building science knowledge.
- Strong industry network with particular emphasis on BC.
- Expertise in both existing homes, new construction, and MURB audit requirements and considerations.

- Additional credentials/certifications and understanding of CSA F280-12, Integrated Design Process (IDP), mechanical systems.
- Training experience is an asset.
- A good understanding of CACEA and its work is an asset.

Additional Information:

- Contract position from Jan – Dec 2026 (approximately 30 hours per week – hours can vary).
- Work from home.
- Travel will be required. Travel costs will be covered.
- Must have a computer, telephone, and car.
- Expected remuneration is \$65,000-\$70,000 for one year.

Application Process:

- Applications must include a resume and cover letter.
- Submit your application to Cindy Gareau, Executive Director at manager@cacea.ca by **November 7, 2026 @ 5pm ET**
- Please submit questions to manager@cacea.ca
- Successful applicants will receive an email requesting an interview and letters of reference.