

**MI'KMAQ NATION  
JOB ANNOUNCEMENT**

**JOB TITLE:** SUSTAINABLE ENERGY COORDINATOR

**CLASSIFICATION:** FULL-TIME

**IMMEDIATE SUPERVISOR:** Environmental Health Director

**SALARY RANGE:** 41,600-62,400

**SUMMARY OF POSITION**

The Sustainable Energy Coordinator develops and implements energy conservation, efficiency, and renewable energy projects to reduce energy use and greenhouse gas emissions. The Coordinator researches technologies, identifies funding, prepares grant and project proposals, and supports budgeting, contractor coordination, and timely project delivery. This role engages Mi'kmaq citizens through a resilience committee, collaborates with tribal partners and University of Maine researchers, delivers community training, and may conduct or oversee energy audits and air-sealing for residential and tribal buildings.

**EDUCATION AND EXPERIENCE**

- Associate's degree or higher in engineering, environmental science, or a related field from an accredited institution.
- Experience developing or implementing sustainable energy practices in an organizational or community setting, such as renewable energy systems, energy efficiency and conservation measures, or energy audits.

**LICENSES OR CERTIFICATIONS**

- Must have a clean and valid driver's license acceptable to the Mi'kmaq Nation's insurance.
- CPR certification required or ability to obtain within six (6) months of employment.

**SKILLS / KNOWLEDGE / ABILITIES REQUIRED**

- Excellent interpersonal, verbal, and written communication skills.
- Self-direction, organization, motivation, and attention to detail.
- Strong collaborative project development skills.
- Proficiency in, or willingness to learn, Microsoft Office and Google Suite software.
- Attention to detail in composing, typing, and proofreading materials and meeting deadlines.

**FUNCTIONS / TASKS**

- Maintain current knowledge of sustainable energy technologies, industry trends, and applicable regulations.
- Develop and implement sustainable energy policies and programs in collaboration with Mi'kmaq citizen resilience committees and relevant tribal offices.
- Identify, assess, and advance potential sustainable energy projects, including monitoring and evaluating program effectiveness and conducting or overseeing energy audits.
- Educate tribal staff and community members on sustainable energy practices, including coordinating and delivering at least one educational workshop per community each year.
- Collaborate with tribal staff, Mi'kmaq citizens, University of Maine researchers, and Wabanaki partners through regular meetings and project activities.
- Participate in research and advisory efforts related to sustainable energy initiatives, including completion of required training and development of research materials.
- Participate in statewide resilience initiatives and related professional activities.
- Perform other related duties as assigned.

**APPLICATION REQUIREMENTS**

Submit a completed Mi'kmaq Nation job application with a cover letter, resume, copies of certificates/licenses/degrees, and three (3) professional references from the past three years. Applications and the full Job Description are available at [www.micmac-nsn.gov](http://www.micmac-nsn.gov) under "Job Opportunities" or by request. All employment offers are contingent upon successful State of Maine DHHS and/or FBI fingerprint background checks.

**CLOSING DATE: February 20<sup>th</sup>, 2026**

Please send your job application to the following address or email: Attn: Beth Diamond [bdiamond@micmac-nsn.gov](mailto:bdiamond@micmac-nsn.gov)  
7 Northern Road, Presque Isle, ME. 04769

The Mi'kmaq Nation practices Native Preference to qualified Native Americans under Public Law 93-638 and is an Equal Opportunity and Service Provider.