

Building and Sustainability Technician—Métis Capital Housing Corporation

Locations: Edmonton

Positions : 1

Position Status: Full-Time (37.5 hrs. per week) **Contract ending March 31, 2027**

THE ORGANIZATION

Métis Capital Housing Corporation (MCHC), an affiliate of the Métis Nation of Alberta, was **incorporated in 2007** to provide **affordable, adequate and suitable** housing to moderate to high income Indigenous families in Alberta. We currently have 473 units in 5 **urban centres**. MCHC employs over 40 full and part time staff; together we oversee tenant relations and property management needs for thousands of tenants. Together with our sister organization Métis Urban Housing Corporation, we offer subsidized and affordable housing across the province of Alberta and are the **largest Indigenous housing provider in Alberta**. For more information about Métis Capital Housing and its sister organization Métis Urban Housing Corporation (MUHC), visit our website at metishousing.ca

THE OPPORTUNITY

Métis Capital Housing Corporation is seeking a **Building and Sustainability Technician** to plan and implement energy-efficiency measures and sustainability initiatives in accordance with best practices, as well as to conduct building condition assessments and inspections from time to time. This position will work in tandem with the Capital Development & Maintenance team to ensure that all building maintenance, repairs, and improvements across our housing portfolio comply with best practices for energy efficiency and sustainability. This position requires strong, practical knowledge of building systems, sustainability, energy efficiency measures, building inspections, and durable building materials.

The successful candidate will work closely with the Energy Efficiency and Sustainability programs, and the Capital Development and Maintenance teams, including OH&S, contractors, and consultants, to ensure Métis Housing buildings are sustainable and equipped with energy-efficiency systems.

KEY RESPONSIBILITIES

- Review housing conditions and sustainability reports with a hands-on understanding of repairs and retrofits, including roofing, siding, windows, doors, insulation, foundations, plumbing, mechanical, and electrical.
- Understand health and safety issues involved with the building's conditions.
- Coordinate with external parties to accomplish the goals of the building condition assessments project.
- Suggest energy efficiency and sustainability upgrades that are suitable for Métis Housing's buildings.
- Coordinate and support long-term sustainability, energy efficiency, and building condition based on action plans with the CDM department.
- Develop a system to track energy efficiency and sustainability outcomes resulting from building improvements, such as sustainability retrofits and repairs.
- Maintain assessment data, photos, and tracking documents using Microsoft Office.
- Support contractor coordination, site inspections, and follow-up inspections as needed.
- Other related duties may be assigned by the Senior Director of Operations as needed to meet the goals and objectives of the organization. The employee will receive clear instructions and guidance to complete such assignments successfully.



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QUALIFICATIONS

Education & Experience

- Experienced in residential maintenance, housing repairs, retrofits, and inspections with a minimum of 5 to 10 years of experience.
- Certified training in Home Inspection and energy efficiency measures is required.

Professional designation

- None

Core Competencies

- **Technical Expertise:** Demonstrates strong working knowledge of residential building systems, energy efficiency practices, inspection standards, and repair methodologies. Applies technical expertise to ensure safe, efficient, and sustainable building performance.
- **Analytical and Problem-Solving Skills:** Effectively assesses housing issues, interprets building performance data, identifies root causes, and recommends practical, cost-effective solutions.
- **Sustainability Mindset:** Demonstrates commitment to environmental stewardship, resource conservation, and reducing carbon emissions through practical building improvements and data-driven decision-making.
- **Planning and Organization:** Organizes inspections, maintenance activities, and retrofit coordination efficiently. Manages multiple priorities while meeting deadlines and maintaining documentation accuracy.
- **Communication Skills:** Communicates technical findings clearly to contractors, management, and non-technical stakeholders. Provides clear repair scopes and sustainability recommendations.
- **Collaboration and Relationship Building:** Works effectively with contractors, colleagues, community members, and external partners. Builds positive working relationships to support project success.
- **Accountability and Integrity:** Takes ownership of work, follows through on commitments, and ensures compliance with safety standards and organizational policies.
- **Cultural Awareness and Respect:** Demonstrates respect and understanding when working within Métis and Indigenous communities, contributing to culturally responsive housing services.
- **Strategic Planning:** Contributes to sustainability plans aligned with organizational priorities and regulatory frameworks.
- **Communication:** Prepares clear documentation and communicates effectively with internal and external stakeholders.
- **Organization & Time Management:** Manages multiple priorities; maintains accurate records and meets established deadlines.

WHAT WE HAVE TO OFFER YOU

- The opportunity to work with a non-profit Indigenous organization.
- Helping to make a difference in the lives of Métis and other Indigenous peoples .
- Competitive compensation and comprehensive benefits plan including: health and dental.
- Generous vacation time
- Personal time off days
- Personal development

HOW TO APPLY

Applicants should send a resumé and cover letter outlining how they meet the specific requirements of the position by email to: hr@metiscapital.ca. While we sincerely appreciate all applications, only those candidates selected for interview will be contacted.