
LAC VIEUX DESERT BAND OF LAKE SUPERIOR CHIPPEWA INDIANS

HUMAN RESOURCES

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Posted: May 4, 2026 Deadline: May 14, 2026

JOB DESCRIPTION

POSITION: Lac Vieux Desert Energy Coordinator

DEPARTMENT: LVD Community Development/Tribal Planning Department

LOCATION: Tribal Administration

SUPERVISOR: Community Development Director/Tribal Planner

EMPLOYMENT: Full-Time - Grant Funded (is based on funding availability)

SALARY/PAY RATE: \$58,240 - \$72,800

The Lac Vieux Desert Band of Lake Superior Chippewa Indians (“LVD”) is pleased to begin seeking a full-time Energy Coordinator to join the LVD Community Development/Tribal Planning Department. This position will support the LVD Community Development Director/Tribal Planner and work in tandem with the LVD Community Resiliency Coordinator as well as Tribal officials in the pursuit of tribal goals concerning improving energy efficiency on Tribal lands and the surrounding community. This position will assist with ensuring environmental sustainability, community resiliency, and environmental justice objectives of the Tribe are also met. The Tribe is in search of energy savings opportunities and action plans in the hopes of creating a sustainable future for generations to come.

The ideal candidate will have a strong background in environmental issues with a focus on renewable energy extension, coalition building/partner coordination, and grant writing/administration. Effective written and oral communication skills, attention to detail, and the ability to work independently as well as a dynamic team are essential. A demonstrated commitment to Tribal sovereignty, environmental justice and sustainable development is a must.

DESCRIPTION:

The Lac Vieux Desert Energy Coordinator is a grant funded position that will be assisting in the development of the Lac Vieux Desert Tribe's energy assessments, energy plans, climate action plans and energy related projects or programs to reduce energy costs and improve energy efficiency. This individual will be responsible for assisting with projects that include conducting detailed energy audits and on-site assessments, analyze energy consumption data, and develop customized recommendations to improve energy efficiency. This individual will assist with the preparation of the community for projected immediate and will also be responsible for leading the effort to develop and renewable energy extension, participate in defining the Tribe's environmental justice initiatives, participate in coalition building/partner coordination and grant writing/administration. This role requires a strong understanding of energy systems, sovereignty, environmental issues affecting Indian Country, the interplay between economic development and the need for energy, knowledge of industry standards and regulations and both the Tribal and Federal levels.

RESPONSIBILITIES:

- Development of an Energy Efficiency Plan and then facilitating and implementing action items in these plans throughout Tribal Government programs and services and on Tribal lands.
- Assist LVD Community Development Director on cost effective strategies to improve energy efficiency.
- Research and development of policies and regulations to support advisement of energy efficient technologies and practices and climate change and adaptation plans.
- Acting as a Tribal Liaison on energy initiatives working closely with LVD Community Development Director, Tribal Leadership, the Natural Resources Director, the THPO and Tribal Legal to prepare ordinances, codes, resolutions, and public comments.
- Keep pace with new research and environmentally sustainable practices in energy to decrease the Tribe's carbon footprint, increase economic development, and realize community costs savings.
- Conducting quantitative and qualitative analysis of energy projects within the community.
- Staying abreast of and assisting the LVD Community Development Director and Tribal Leadership with addressing environmental justice issues affecting the Tribe, Tribal Lands and Tribal Treaty Rights.
- Conducting energy audits and assessments to identify opportunities for improvement in energy usage and its effects on Tribal land.
- Support tribal economic development while prioritizing sustainability.
- Assisting with program grants and identifying additional funding sources.
- Disseminating important information to the Tribal Community related to Tribal energy initiatives and climate change and reporting on their current and anticipated environmental impacts.
- Perform on-site assessments and data analysis.
- Evaluate energy systems, equipment, and control systems to identify inefficiencies.

- Communicating with stakeholders and inspiring teams to balance climate change while working to achieve energy goals.
- Collect data and assist in the development of baseline analysis of energy systems.
- Maintain required certifications and stay updated on industry standards.
- Establishing and maintaining effective working relationships with co-workers and Tribal leadership.
- Must timely report on and complete assignments within prescribed deadlines.
- Performs related work duties as assigned.

MINIMUM QUALIFICATIONS:

- Bachelor's Degree in Environmental Science, Engineering, Natural Resource Management, or other related science field.
- Knowledge of energy related and environmental justice issues affecting Indian Country.
- Demonstrated experience in energy systems, energy efficiency technologies, climate resiliency and sustainability, environmental justice or natural resource management.
- Two+ years experience managing projects and achieving desired outcomes.
- Strong interpersonal skills including written and verbal communication.
- Strong commitment to prioritizing workloads and projects, setting priorities and meeting deadlines.
- Excellent analytical skills and the ability to interpret complex energy data.
- Accurate and efficient data entry
- Basic data analysis and data management
- Ability to navigate, learn, and use multiple software programs and digital systems
- Ability to be extremely flexible when managing changing priorities.
- Ability to work with minimal supervision.
- Knowledge of sustainability practices or experience in related fields.
- Valid Driver's license.
- Must be able to complete all background checks and pre-employment obligations.

PREFERRED QUALIFICATIONS:

- Masters Degree in a related field
- 5+ years of experience in a staff or administrative capacity managing special projects or programs appropriate to the area of assignment.

PHYSICAL DEMANDS:

- Bending: Occasional
- Sitting: Frequent
- Standing: Frequent
- Lifting over 25#: Occasional
- Driving: Frequent

- Push: Occasional
- Pull: Occasional
- Hear: Constant
- Sit: Frequently
- Twisting: Occasional

The above statements are intended to describe the general nature and level of work performed by people assigned to this classification. They are not intended to be construed, as an exhaustive list of all responsibilities, duties and skills required of personnel so classified. Management retains the right to add or to change the duties of the position at any time. Must be able to pass a pre-employment drug screen and applicable background checks related to the position. Native American preference shall apply in accordance with Lac Vieux Desert Policy.

Date Approved by the Tribal Council: 04/23/2026