

Position Title: Manager, Corporate Legal Services
Company: Finavera Renewables Inc.
Location: City, Province: Vancouver, British Columbia
Application Deadline: February 28, 2011

Description of Company:

Finavera Renewables is British Columbia's proven leader in wind energy.

We are a publicly traded wind energy development company that is based in Vancouver, British Columbia. Founded in Dublin, Ireland in 2003, Finavera Renewables is focused on developing, constructing, and operating wind farms in Ireland and North America. With four energy projects in British Columbia, Finavera will be generating 302 megawatts of clean energy — enough to power 75,000 households — by program completion in 2015. Construction on the first project begins next year.

These projects in the Peace Region will provide more than just energy. They will stimulate the local economy, creating jobs today while we generate the clean power of tomorrow. All four BC wind projects have been awarded 25-year electricity purchase agreements with BC Hydro, which will provide a stable revenue stream when in operation.

As a proud BC company, we are building on a proven track record of wind development in Ireland's Cloosh Valley. Finavera recently signed an agreement with Scottish and Southern Energy for the co-development of the 105 MW project on Ireland's West coast. A robust pipeline of future projects is also being developed in order to increase shareholder value in the long-term.

The company is led by a team of passionate and experienced executives who have had a pivotal role in the company's proven and prudent evolution. The engineering and technical team is world-class and is dedicated to maximizing the generation of energy from northeast BC's unparalleled wind resources. Additionally, Finavera partnered with GE Energy with the signing of a \$7.5 million Joint Development Agreement, which provides funding stability and wind project development expertise.

Finavera is traded on the TSX Venture Exchange (TSX-V:FVR) and is one of the fastest growing pure wind companies in North America.

Position Overview:

- Reporting to the CFO, and working simultaneously with the Board of Directors and Management, the Manager, Corporate Legal Services is accountable for executing all Corporate Secretarial duties for the Company to ensure compliance with all regulatory requirements and is operating within the law.

Duties / Responsibilities:

Scope of responsibilities

- Manages all Board meeting logistics, including coordinating, preparing, and distributing Board Materials.
- Attends all Board Meetings and records minutes, highlighting Board decisions and/or information items, actions, and directives.

- Reports on outstanding agenda items and takes action to ensure information is recorded and distributed in a timely matter.
- Coordinates Annual General Meetings.
- Maintains key corporate documents and records.
- Supports the Board in performing their role, including providing appropriate briefing materials.
- Provides information to new Directors regarding role, responsibilities and filing requirements.
- Maintains corporate minutes, records resolutions, and prepares forms to secure loans for the corporation.
- Responsible for shareholder agreements and all duties associated with maintaining legal agreements, policies and procedures.
- Monitors and reviews government regulations to ensure that the Company is aware of new requirements and is operating within the law.
- Prepares regulatory filings for various Securities Commissions, transfer agent, the TSXV and SEDI.
- Liaises and maintains communications, as required, with regulatory authorities.
- Prepares and submits all corporate filings with federal and provincial regulatory authorities.
- Due diligence with respect to corporate acquisitions and divestitures, and other corporate transactions requiring legal input.
- Provide monthly status/management report which summarizes all activities, completed action items, work in progress and issues to be dealt with.

Qualifications

- Minimum 5 years' experience in law firm and/or in-house corporate and securities law
- Paralegal designation or equivalent training/experience
- Board of directors experience in public companies
- Detail oriented, professional, proactive and dedicated
- Flexible, highly responsive and results oriented
- Excellent verbal and written communication skills
- Excellent computer skills, specifically in Word, Excel, & PowerPoint
- Ability to work in a fast-paced, entrepreneurial environment

Contact Details: applications to Human Resources Manager

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