



Senior Project Manager - Systems Transformation (Contract - Up to 15 Months) - Job ID #2156

Job Title	Senior Project Manager - Systems Transformation (Contract - Up to 15 Months)	Status / Job Type	Contract Full Time
Commission	Comm Serv & Social Development	Department	Comm. Strate & Family Support
Union Affiliation	NON-UNION - CONTRACT FULL TIME	Number of Openings	1
Rate of Pay	\$53.97 to \$67.46	Benefits Entitlement	Yes
Hours of Work	35 Hours Per Week	Posting Date (4:30 pm)	Aug 22, 2024
Job ID #	2156	Closing Date (4:30 pm)	Sep 5, 2024

Position Summary

Situated on the picturesque Grand River, the City of Brantford is a rapidly growing community of over 100,000 residents, located in the heart of Southern Ontario with direct access to Hwy. 403 and is in close proximity to the GTHA, Waterloo and Niagara regions. As a single-tier municipality, Brantford is responsible for the full spectrum of municipal service areas. We invite you to join our #TeamBrantford corporate culture with many progressive initiatives, including our hybrid work environment (within 200 km of the City of Brantford boundary). The City is committed to the professional development of our staff and invite you to come, grow with us!

Reporting to the Manager of Children's Services and Early Years, the Senior Project Manager, Children's Services and Early Years is responsible to oversee and facilitate the successful implementation of the Canada Wide Early Learning and Child Care program and

related policy initiatives in response to ongoing system transformation and in alignment to evolving provincial and regional direction. The incumbent will liaise with other service system managers and other city departments while working with the Ministry of Education to ensure compliance to all guidelines and policies. The incumbent will develop policy, procedures, implementation strategies and evaluation processes / systems to support service system management, service delivery and ensuring compliance with provincial legislation and regulations and local policy and will support the collection and reporting of financial and service data.

Qualifications

- University Degree with courses in statistics, business or financial analytics, data analysis, and public administration or equivalent.
- A minimum of 5 years job related experience or an equivalent combination of education and experience.
- Experience in early learning and child care is an asset.
- Strong foundation in research, analytical, program planning and policy development and implementation and strategic and project planning.
- Strong knowledge of business administrative functions.
- Knowledge of performance measurement to ensure evaluation and continuous improvement is built into the implementation framework.
- Demonstrated experience in forming strong relationship in order to work with community partners.
- Knowledge of Early Years and Child Care System and relevant legislation.
- Knowledge of Project Management principles and practices, with the ability to execute complex and multi-year policies and plans.
- Solid knowledge of community planning.
- Experience in applying change management principles and methodologies and the ability to lead, manage and support change as well as influence and motivate internal and external stakeholders.
- Highly developed communication skills, both oral and written; proven ability to present to and facilitate discussions with various audiences both internal and external.
- Proficient in preparing proposals, work plans, and evaluation frameworks.

- Superior organizational, facilitation, consultative, presentation and problem solving skills.
- Advanced knowledge of relevant software programs, including database and spreadsheet applications and all current office productivity software.
- Excellent interpersonal skills, tact and diplomacy and the ability to interact with a broad sector of people to lead a complex collaborative project.
- Strong multi-tasking and decision-making skills, the ability to work independently as well as a member of a team and demonstrated ability to think critically, analyze and evaluate data for planning purposes.
- Experienced in computer applications including MS Office, MS Project, Excel.
- Valid G class driver s license and access to a reliable vehicle.
- Criminal reference check with vulnerable sector clearance.
- Must possess thorough knowledge of current relevant Legislation, Standards, Acts, and related Provincial frameworks (e.g. How Does Learning Happen? framework, Ontario s Renewed Early Years and Child Care Policy Framework).

To apply on-line, please visit the City of Brantford website at <https://careers.brantford.ca/> and click on **Current Opportunities**.

Closing date for applications: **Thursday, September 5, 2024, at 4:30 p.m.**

Qualified candidates please attach a detailed .pdf format resume & cover letter

Information gathered relative to this position will only be used for candidate selection.

We thank each applicant for taking the time and effort to submit your resume, however, only candidates to be interviewed will be contacted.

Our organization is committed to promoting the independence, dignity, integration, and equality of opportunity of persons with disabilities by ensuring the accessibility of our facilities and services. Accommodations are available for all parts of the recruitment and selection process.