



Indigenous.Link

Canada's fastest growing Indigenous career portal, Careers.Indigenous.Link is pleased to introduce a new approach to job searching for Indigenous Job Seekers of Canada. Careers.Indigenous.Link brings simplicity, value, and functionality to the world of Canadian online job boards.

Through our partnership with Indigenous.Links Diversity Recruitment Program, we post jobs for Canada's largest corporations and government departments. With our vertical job search engine technology, Indigenous Job Seekers can search thousands of Indigenous-specific jobs in just about every industry, city, province and postal code.

Careers.Indigenous.Link offers the hottest job listings from some of the nation's top employers, and we will continue to add services and enhance functionality ensuring a more effective job search. For example, during a search, job seekers have the ability to roll over any job listing and read a brief description of the position to determine if the job is exactly what they're searching for. This practical feature allows job seekers to only research jobs relevant to their search. By including elements like this, Careers.Indigenous.Link can help reduce the time it takes to find and apply for the best, available jobs.

The team behind Indigenous.Link is dedicated to connecting Indigenous Peoples of Canada with great jobs along with the most time and cost-effective, career-advancing resources. It is our mission to develop and maintain a website where people can go to work!

Contact us to find out more about how to become a Site Sponsor.

Corporate Headquarters:
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Job Board Posting



Careers.Indigenous.Link

Date Printed: 2024/04/25

Employee Learning & Development Specialist

Job ID	31-B6-7B-C5-CF-30	
Web Address	https://careers.indigenous.link/viewjob?jobname=31-B6-7B-C5-CF-30	
Company	Fleming College	
Location	Peterborough, Ontario	
Date Posted	From: 2019-08-12	To: 2019-08-23
Job	Type: Full-time	Category: Education
Job Salary	\$74,503 - \$93,402	
Languages	English	

Description

What Are We About:

Fleming is located in the heart of the Kawartha Lakes Region in Central Ontario—a beautiful place to live and work, surrounded by natural beauty and a mere 90 minutes north-east of Toronto. The College's 6,800 full-time and 10,000 part-time students, including hundreds of international students from countries around the world, attend at campus locations in Peterborough, Lindsay, Haliburton and Cobourg. Fleming offers more than 100 full-time programs in Environmental and Natural Resource Sciences, Fine Arts, General Arts and Science, Technology, Skilled Trades, Community Development, Health, Business, and Justice as well as other Continuing Education courses.

We are also extremely proud of our more than 73,000 Fleming alumni who are contributing to their communities in the region, across the province and around the world.

What This Position is About:

The Employee Learning & Development (EL&D) Specialist is responsible for the delivery of organizational development initiatives, professional learning programs and high skills training opportunities, ensuring a strong alignment with the College strategic plan and business objectives. Working with a variety of internal stakeholders from across the College, the incumbent will develop an understanding of organizational needs and will effectively design, deliver and evaluate professional learning initiatives in support of the College's journey toward a responsive organizational culture that reflects innovation, collaboration, inclusiveness and accountability. The EL&D Specialist will directly facilitate professional learning sessions as well as work to source and secure external facilitators, where appropriate. With a strong understanding of industry standards, emerging trends and related best practices, the incumbent will work collaboratively with the Director, Employee Success & Organizational Development to review and enhance the corporate onboarding program for new hires as part of the broader talent acquisition strategy. In addition, the EL&D Specialist administers professional development leave procedures (sabbatical leaves) and tuition advance/tuition rebate processes in accordance with College policies.

For More Information: For a complete job description please refer to the posting available on our website.

What We Are Looking For:

As our ideal candidate, you will possess a relevant combination of education and experience including:

- a 4-year degree in Human Resources, Organizational Development, Psychology, Adult Education or a related discipline or, an equivalent combination of formal education and directly related work experience;
- a minimum of 7 years recent work experience directly focused on designing, delivering, and evaluating organizational development initiatives, professional learning activities and onboarding programs, preferably within the post-secondary environment or other large, complex organization;
- a professional designation in at least one of the following areas is preferred: Certified Training and Development Professional (CTDP) or, Certified Training Practitioner (CTP), Certified HR Leader (CHRL), Certified Professional Learning and Performance (CPLP);
- Formal training in organizational development, change management, coaching, and curriculum design are considered to be strong assets;
- Superior interpersonal and communication skills, both oral and written, with the ability to engage individuals from all levels across the organization as well as external partners and agencies;
- Demonstrated success in the facilitation of adult learning programs and workshops;
- Strong presentation skills with the ability to effectively respond to individual/group dynamics while encouraging a positive, inclusive learning environment;
- Excellent critical thinking, problem-solving, and conflict resolution skills;
- A solid understanding of change management theory, tools and processes as well as organizational needs assessment strategies;
- Experience with quantitative and qualitative research and data analysis;
- Superior writing skills with the ability to construct clear, accurate reports, persuasive presentations, and create effective learning materials;
- A project management mindset with the ability to participate in annual planning processes to ensure initiatives and programs effectively align with the College's strategic plan, business objectives and relevant operational cycles;
- A high degree of personal computing skills across a variety of software applications (e.g. word processing; spreadsheets; database; presentations), corporate systems (e.g. electronic calendaring; enterprise resource planning software; learning management system), the internet and other digital tools which support learning activities.

Equity, Diversity & Inclusion

Fleming College is committed to building diverse, equitable, inclusive, and accessible learning and working environments. We welcome those who would contribute to the further diversification of our Staff, our Faculty and our Administration including, but not limited to, women, racialized persons, Indigenous peoples, persons with disabilities, and persons of any sexual orientation or gender identity to apply.

We believe in and promote the rights of all persons with disabilities and commit to ensuring accommodations available throughout the recruitment, selection and/or assessment process to applicants with disabilities. If selected to participate in the recruitment, selection and/or assessment process,

please inform our Human Resources staff of the nature of any accommodation(s) that you may require to ensure your equal participation. To obtain a copy of this document in another format please e-mail Recruitment@flamingcollege.ca.

How to Apply

How to Apply: To apply to Fleming College career opportunities please visit <http://www.FlemingCollege.ca/Careers>.