



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.Link's 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.

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Job Board Posting



Careers.Indigenous.Link

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Program Advisor / Conseiller Ou Conseillere En Programme

Job ID	31-DA-6E-E7-CE-B7	
Web Address	https://careers.indigenous.link/viewjob?jobname=31-DA-6E-E7-CE-B7	
Company	National Research Council Canada	
Location	Within A National Research Council Office Across Canada , Across Canada	
Date Posted	From: 2023-01-18	To: 2023-02-13
Job	Type: Various	Category: Miscellaneous
Job Salary	From \$57,220 To \$161,754 Per Annum	
Languages	Various	

Description

Help bring research to life and drive your career forward with the National Research Council of Canada (NRC), Canada's largest research and technology organization.

We are looking for a Program Advisor to support our teams with Division Services. The Program Advisor would be someone who shares our core values of Integrity, Excellence, Respect and Creativity.

Reporting to a Director within NRC-IRAP's Division Services, the incumbent in this role will:

- Provide advisory and assessment services on the management of innovation programs by IRAP.
- Play a key role in preparing technical and design requirements, assisting in planning activities, conducting research and analysis on program data, undertaking quality control activities to identify improvements, troubleshooting, and implementing change management plans.
- Be responsible for supporting IRAP's work with SMEs by providing advice and guidance related to IRAP Innovation programs in key areas such as policy development, information technology, performance measurement and partnership formulation, in addition to developing risk mitigation strategies.
- Lead projects in collaboration with product owners, developers, program officers and stakeholders.
- Bring expertise in analytics and reporting as well as experience with the use of statistical and analytical tools to strengthen the capacity of the organization in leveraging its data and reporting on its performance.

This is an excellent opportunity for the right candidate who brings expertise in the development and management of new projects and loves creating authentic and enduring relationships with people across the organization

Contribuez à la réalisation de travaux de recherche stratégiques et poursuivez une carrière prometteuse au Conseil national de recherches du Canada (CNRC), la plus grande organisation de recherche et de technologie au Canada.

Nous sommes à la recherche d'une personne pour occuper le poste de conseiller ou de conseillère de programme en vue d'appuyer nos équipes avec les Services de la division. La personne retenue devra partager nos valeurs fondamentales relatives à l'intégrité, à l'excellence, au respect et à la créativité.

Relevant d'un directeur ou d'une directrice au sein des Services de la division du Programme d'aide à la recherche industrielle (PARI) du CNRC, la personne retenue devra :

- Offrir des conseils et des services d'évaluation à l'égard de la gestion des programmes d'innovation du PARI.
- Jouer un rôle de premier plan dans l'établissement d'exigences techniques et de conception, le soutien d'activités de planification, la recherche et l'analyse de données sur les programmes, l'exécution d'activités de contrôle de la qualité afin de proposer des améliorations, la résolution de problèmes et la mise en œuvre de plans de gestion du changement.
- Appuyer les travaux du PARI avec les petites et moyennes entreprises (PME) en offrant des conseils et des directives sur les programmes d'innovation du PARI relativement à des aspects essentiels, comme l'élaboration de politiques, la technologie de l'information (TI), la mesure du rendement et l'établissement de partenariats, et mettre en place des stratégies d'atténuation du risque.
- Diriger des projets en collaboration avec les propriétaires de produits, les créateurs, les agents de programme et les intervenants.
- Apporter une expertise en matière d'analyse et de production de rapports ainsi qu'une expérience de l'utilisation d'outils statistiques et analytiques pour renforcer la capacité de l'organisation à exploiter ses données et à rendre compte de son rendement.

Ce poste conviendra particulièrement bien à une personne qui possède une expertise dans l'élaboration et la gestion de nouveaux projets et qui aime tisser des liens sincères et durables avec des personnes de tous les secteurs de l'organisation.

Experience

Significant* experience in the planning, business case development, design and implementation of national programs and / or strategic initiatives, ideally in a grants and contributions environment.

Recent** and significant experience in the provision of expert advice and guidance to senior management in the administration of large scale projects and/or in the administration of government programs.

Significant* experience conducting stakeholder consultations and working collaboratively with multi-disciplinary teams in a cross-functional organization.

Significant* experience in effectively engaging with internal and/or external stakeholders in cross-functional organizations to further common business mandates.

Experience appreciable* de la planification, de l'élaboration d'analyses de rentabilité, de la conception et de la mise en œuvre de programmes nationaux ou d'initiatives stratégiques, idéalement dans un environnement de subventions et de contributions.

Experience appreciable et recente** de la prestation d'avis et de conseils d'expert a une haute direction en matiere d'administration de projets a grande echelle ou de programmes gouvernementaux.

Experience appreciable* de la conduite de consultations avec les intervenants et du travail en collaboration avec des equipes multidisciplinaires dans une organisation interfonctionnelle.

Experience appreciable* de la communication efficace avec des intervenants internes ou externes dans des organisations interfonctionnelles afin de favoriser la realisation de mandats operationnels communs.

Education Requirements

University degree in science, engineering, information technology, business or public administration, mathematics, economics or in another field that is relevant to the duties of this position.

Diplome universitaire en sciences, en genie, en technologies de l'information (TI), en administration publique ou en administration des affaires, en mathematiques, en economie ou dans un autre domaine pertinent lie aux taches du poste.

Essential Skills

Knowledge of design, implementation and evaluation of projects and/or programs.

Ability to analyze complex situations/documents and develop succinct written briefing materials.

Ability to evaluate or implement new processes, methods, or practices that significantly improve project management.

Ability to communicate effectively both orally and in writing.

Connaissance de la conception, de la mise en Åuvre et de lâ€™évaluation de projets ou de programmes.

CapacitÃ© dâ€™analyser des situations ou des documents complexes et de rÃ©diger des comptes rendus concis.

CapacitÃ© dâ€™Ã©valuer ou de mettre en Åuvre de nouveaux processus, de nouvelles mÃ©thodes ou de nouvelles pratiques qui amÃ©liorent considÃ©rablement la gestion de projets.

CapacitÃ© de communiquer efficacement de vive voix et par Ã©crit.

Other

Assets/Atouts

Experience in the oversight, internal audit, and financial and contract management principles and practices would be considered an asset.

Experience in analyzing complex business and/or IT situations and creating solutions to identified problems would be considered an asset.

Experience in the design, development or management of Customer Relationship Management (CRM) systems would be considered an asset.

Experience leading projects and/or providing functional supervision to multi-disciplinary teams would be considered an asset.

*Significant is defined as 2-6 years' experience.

** Recent is defined as within the last three years.

Experience du domaine de la surveillance, de l'audit interne et des principes et pratiques de gestion financiere et contractuelle.

Experience de l'analyse d'activites ou de questions de TI complexes et de la proposition de solutions aux problemes cernes.

Experience de la conception, de l'elaboration et de la gestion des systemes de gestion des relations avec la clientele.

Experience de la direction de projets ou de la supervision fonctionnelle d'equipes pluridisciplinaires.

* Une experience appreciable designe une experience de 2 a 6 annees.

** Une experience recente designe une experience acquise au cours des 3 dernieres annees.

How to Apply

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