



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

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STRATEGIC PROJECT MANAGER - IT SECURITY

Job ID	36564-9539	
Web Address	https://careers.indigenous.link/viewjob?jobname=36564-9539	
Company	McMaster University	
Location	Hamilton, ON	
Date Posted	From: 2021-02-17	To: 2050-01-01
Job	Type: Full-time	Category: Education

Description

The Project Manager will be a member of the IT Strategy Implementation Team within the office of the Assistant Vice President and Chief Technology Officer and work directly with the Information Security Team, and will be responsible for managing Projects specifically tied to initiatives related to the McMaster IT Strategic Plan and the Information Security (IS) Road Map initiative and associated Information Security projects. The Project Manager will ensure that a full and robust project management framework and processes are undertaken to ensure the success of all projects. The IT Strategic Plan, which the IS Road Map commitment is contained within, will encompass people, processes and technologies and will result in a number of enterprise wide initiatives that will be developed and evaluated through the IT Governance process. The McMaster IT Governance process is a framework for aligning and prioritizing IT resources with the strategic direction of the University; ensuring that projects are evaluated against a common framework and IT Principles as determined through the IT Strategic Planning process, and is overseen by a broad group of campus stakeholders who are charged with initiative reviews, evaluation and approval processes, and the monitoring and measurement of success of the ensuing projects. Key projects may include: IS Road Map and associated projects within that Road Map; Multifactor Authentication for O365; Multifactor Authentication and Single Sign On Phase 2; Identity and Access Management (IAM) Phase 2 Road Map and associated projects within that road map; End Point Remediation Project; IS Dashboard development project; future projects yet to be defined in the road map for consideration such as Security Incident and Event Monitoring Strategy; Incident Response Process Improvement Project; IS Education and Awareness Initiative, etc. Job Summary:

The Project Manager is responsible for leading and managing multiple concurrent IS Road Map and related projects across multiple lines of business to meet quality, budget and time objectives. The Project Manager, as a member of the IT Strategy Implementation / Information Security Team, will be responsible for ensuring the overall completion and implementation of the IS Road Map and managing all associated projects identified in the IS Road Map in addition to those projects currently underway and as articulated above. As a member of the Strategic Implementation Team and working with the Information Security Team the Project Manager will also be responsible for the implementation of related strategic enterprise level projects identified during the IS Road Map planning process and approved through the IT Governance process. The IT Governance process is

a framework for aligning IT resources with the strategic direction of the University; ensuring that projects are evaluated against a common framework, a broad group of stakeholders are involved in the proposal and evaluation process and that projects are monitored and measured.

Accountabilities: Project and Program Management

- Develop and manage all aspects of project and program engagement from planning, external vendor relationships, communications, resources, budget, risks and issues.
- Lead walkthroughs and reviews of new project plans, stakeholder communication, documented success criteria and risk mitigation strategies. Organize and conduct start-up sessions to communicate requirements and project plans, and to initiate team building.
- Develop executive level communication regarding all aspects of the project. Develop and maintain project plans, prepare project status reports and keep management, clients and other project stakeholders informed of the status.
- Develop and manage project budget, time lines and milestones for presentation to senior management.
- Evaluate work product to ensure adherence to established functional and operational specifications.
- Conduct in-depth client interviews to determine scope, priority and constraints of business needs.
- Lead the development of project charters, business case documents and cost justifications.

Manage Client and Vendor Relationships

- Manage work assignments of internal staff and schedule and monitor adherence to procedures, protocols, and standards.
- Partner with the Technical Team to maintain the information technology issues database, create new issues and tracking the status of open issues.
- Ensure proper setting of priorities, problem resolution and incorporation of changing events and conditions into the project from business, technical and political perspectives.
- Plan, coordinate, and schedule meetings for effective user groups, focus groups, and advisory boards.
- Investigate, evaluate, and recommend improvements that may be required to business practices, their applications systems, and supporting computing technology.

Organizational Responsibilities

- Coach and mentor junior staff in order to ensure a highly motivated and technically competent team.
- Act as an on-site team lead responsible for planning, coordinating, and scheduling work assignments to ensure the completion of assigned projects.
- Remain current with relevant development and project methodologies.
- Remain current with security policies and procedures and work with System Administrators to implement security changes.
- Remain current with the different levels of testing, and develop simple use cases and test scripts.
- Promote the use of the Project Management framework, identifying enhancements and process improvements based on lessons learned.
- Provide feedback to direct managers on work completed by project team members, this information to be included in performance reviews and objectives

Technical Recommendations, Training and Systems Testing

- Manage the development of prototypes of interfaces and attributes based on user requirements.

- Develop and conduct peer reviews of business requirements to ensure that the requirement specifications are correctly interpreted.
- Gather and compile information on hardware and software products that meet predetermined specifications. Analyze and verify requirements for completeness, consistency, comprehensibility, feasibility, and conformity to standards.
- Manage all phases of testing including, but not limited to, system, integration, acceptance, regression, and performance.
- Take ownership of functional issues by identifying underlying problems, analyzing potential solutions and implementing system resolutions, including workarounds.
- Review test cases created by the testing team members to ensure that the test cases adequately define the business processes.
- Resolve problems in the test, production implementation, and post-implementation phases in coordination with other technical and business groups.
- Review systems, processes, and information and provide recommendations to others.
- Prepare and review a variety of project documentation, training materials and related documents.
- Absorb technical information when it is presented systematically and apply it effectively.

Qualifications: The successful applicant has a track record of delivering strategic projects, aligned to key business goals. They use best practices in IT project management for higher education for scope management, issue management, change control, stakeholder management, time and cost management, quality management, risk management, procurement, and communication planning and delivery. The ideal candidate will have an optimal blend of the following qualifications.

Education: Bachelor's degree or College Diploma in Computer Sciences, Business or a related field of study

Preferred: Certifications – PMP and ITIL, Scrum Master, or other related Microcredentials.

Experience:

- 5+ years of relevant experience
- In depth use of project management framework, including scope management, communication management, risk management and cost management.
- Experience with contract negotiation and vendor management.
- Knowledge of IT program management best practices
- Demonstrated ability to successfully lead a team on strategic projects
- Detailed understanding of one or more institutional level applications and /or major business unit operations/requirements in higher education and / or within other organizations
- Knowledge of commercial information technology standards
- Experience with Information Security would be an asset.
- Successfully delivered multiple projects using agile and lean methodology.

Knowledge/Skills:

- **Leadership:** Champions and models McMaster's leadership capabilities (Takes a Strategic Approach, Communicates & Collaborates, Develops People, Drives Results, Champions Change and Innovation, Invests in Relationships)
- **Vision and Direction:** Thinks strategically; articulates a clear vision, is future focused and creates alignment with the core objectives of the University Technology Services department and the organization.
- **Service Orientation:** Delivers with a dynamic service focus with demonstrated success in delivering

innovative solutions to meet needs and achieve service excellence.

- Communication: Illustrates exceptional communication skills, with the ability to effectively articulate sensitive and complex issues to a diverse community.
- Strategic Advisor: Provides senior management with honest, forthright and objective advice in a collegial manner.
- Deliver with Integrity: Delivers with leadership that inspires confidence and credibility; continually seeks to understand and act upon internal and external requirements, concerns and priorities; possesses a high level of integrity.
- Analytical Thinking: Demonstrates well-developed conceptual, analytical and collaboration skills.
- Coach: Utilizes an inclusive, collaborative coach approach with team members and colleagues.
- Team Development: Sets clear performance and development standards; exhibits mature judgment and manages team toward exceeding objectives, while driving engagement levels.

Accountability: Is self-directed with a capacity for managing, executing and evaluating complex and competing projects and initiatives in evolving, changing and stressful environments. Results Driven: Sets priorities and deadlines to ensure multiple projects and objectives are achieved in a timely manner, balancing resources and fiscal requirements.

Innovative: Anticipates and interprets future trends, using decisive insight and critical thinking skills by drawing on background, experience and university knowledge to effectively decide, problem-solve and align others and resources in challenging and complex situations.

Adaptability: Demonstrates flexibility and a tolerance for ambiguity in a constantly evolving organization.

Leadership Effectiveness: McMaster's core leadership capabilities are designed to nurture employee engagement through best people practices. All leaders will demonstrate these Leadership Capabilities by: Taking a Strategic Approach; Communicating and Collaborating; Developing People; Investing in Relationships; Championing Change and Innovation; and Driving Results.

For more information, visit McMaster University for STRATEGIC PROJECT MANAGER - IT SECURITY