



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

Date Printed: 2024/04/29

Agent ou agente de liaison, Relations communautaires

Job ID	92073-en_US-9234	
Web Address	https://careers.indigenous.link/viewjob?jobname=92073-en_US-9234	
Company	TC Energy	
Location	Montreal, QC	
Date Posted	From: 2022-01-12	To: 2050-01-01
Job	Type: Full-time	Category: Resource Sector

Description

Agent ou agente de liaison, Relations communautaires Reference Code: 92073 Location: Canada (CA) - Montreal, QC

Job Category: Community/Land/Indigenous Relations

Employment Type: Employee Full-time

Relocation Eligibility: This position is not eligible for our relocation program

Application Deadline: 01/23/2022 Nous avons tous besoin d'energie. Elle sert a chauffer nos foyers, a cuire nos aliments, a nous eclairer et a nous rendre la ou il faut. Elle ameliore aussi notre qualite de vie de bien des facons. Chez TC Energie, notre tache consiste a fournir cette energie a des millions de personnes qui en dependent partout en Amerique du Nord. Et nous prenons notre role tres au serieux.

Guides par nos valeurs que sont la securite, l'integrite, l'innovation, la responsabilite et la collaboration, nous developpons et exploitons nos installations d'une maniere securitaire et fiable, en faisant attention a notre impact sur l'environnement. Etant donne notre presence a l'echelle du continent, nos employes jouent un role actif pour batir des collectivites solides.

Nous sommes fiers de la facon dont nos efforts et notre engagement permettent de nous démarquer et beneficent a la societe tous les jours. Nous sommes a la recherche de nouveaux membres d'equipe qui partagent nos valeurs et sont prets a relever des defis passionnants.

L'occasion

Notre equipe des Relations provinciales et communautaires evolue pour repondre aux besoins de nos activites en expansion et nous sommes en train d'etendre notre presence au Quebec pour soutenir l'exploitation des actifs dans nos unites d'affaires Gaz naturel et Energie et stockage. Le ou la titulaire de ce poste travaillera dans un bureau, qui pourra etre situe a Magog, Mascouche ou Les Cedres, selon le candidat retenu ou la candidate retenue.

Nous sommes a la recherche d'un(e) professionnel(le) tres collaboratif(ve) et tres motive(e) ayant des connaissances et de l'experience en relations et engagement communautaires pour soutenir notre equipe. Relevant du responsable des Relations communautaires - Canada, tout en recevant des consignes quotidiennes du responsable des Relations communautaires au Quebec, cette personne soutiendra les efforts d'engagement au niveau local pour appuyer plusieurs domaines fonctionnels, notamment les operations regionales et l'integrite des pipelines, la sensibilisation du public, la preparation regionale aux urgences, les investissements communautaires et, au besoin, le developpement de certains projets d'immobilisations.

Ce que vous ferez

- Soutenir l'elaboration et la mise en oeuvre des plans et strategies d'engagement communautaire afin de soutenir les priorites operationnelles au niveau regional, l'integrite des pipelines et la capacite des projets d'immobilisations (le cas echeant)
- Etablir, batir et entretenir des relations avec les collectivites et les principales parties prenantes, notamment les autorites publiques et les intervenants d'urgence
- Travailler avec les clients internes et le responsable du Quebec pour mettre a execution des strategies visant a soutenir la prevention des dommages dans la sensibilisation du public, la preparation regionale aux urgences, les investissements communautaires et le programme de bourses de TC Energie
- Preparer et faire des presentations sur notre entreprise, nos projets et nos operations a l'intention d'auditoires externes
- Participer a la preparation de materiel de communication sur les projets, et coordonner la diffusion de troussees d'information et de mises a jour sur les projets
- Elaborer et mettre en oeuvre des plans sur les evenements, et assister au besoin a des activites de sensibilisation locales (portes ouvertes, conferences, activites de sensibilisation communautaire locales)
- Effectuer des demandes reglementaires et remplir les exigences en matiere de permis, le cas echeant
- Developper, tenir a jour et gerer les registres d'engagement des parties prenantes, et assurer l'integrite des donnees dans le systeme de suivi de l'engagement de TC Energie
- Comprendre et suivre tous les processus et politiques internes pertinents au role, notamment, sans s'y limiter:
 - La declaration d'engagement des parties prenantes et la norme de realisation des projets de TC Energie
 - Les politiques relatives aux dons et au lobbying
 - Les exigences en matiere de suivi des parties prenantes a l'aide de StakeTracker
 - Le programme d'investissements communautaires de l'entreprise a l'aide de Benevity
 - La preparation aux urgences et les interventions d'urgence basees sur le systeme ICS
 - La formation regionale sur le terrain ayant trait a la securite et a la conduite.

Exigences minimales

- Un diplome de premier cycle avec une specialisation en sciences politiques, en relations publiques, en communications ou un niveau equivalent d'education et de formation en relations communautaires, en negociation, en mediation ou en techniques de participation du public est requis.
- Un minimum de quatre annees de travail dans les relations communautaires ou experience professionnelle pertinente est requis

- Bilinguisme (français et anglais), avec la capacité de fournir couramment aux parties prenantes un soutien oral et écrit dans les deux langues
- Excellentes aptitudes pour la communication orale et écrite, et capacité de gérer de l'information et des données à de multiples niveaux
- Connaissance des exigences réglementaires et des moteurs opérationnels associés aux objectifs en termes d'engagement communautaire et des parties prenantes
- D'excellentes aptitudes pour les relations interpersonnelles et les présentations, en mettant l'accent sur le service à la clientèle, sont essentiels pour réussir dans ce rôle

- Un permis de conduire valide et un bon dossier de conduite sont obligatoires
- Résident(e) du Québec dispose(e) à voyager pour le travail, au besoin

Compétences privilégiées

- Capacité à réfléchir d'une manière stratégique, à évaluer les enjeux et à recommander des solutions efficaces adaptées au besoin
- Capacité d'influencer les parties prenantes internes et externes, et de négocier avec elles
- Robuste réseau professionnel et personnel dans la région de travail, et capacité d'élargir continuellement ses relations
- Aptitudes avérées pour la facilitation, la diplomatie, la résolution des conflits et des problèmes, et pour prendre la parole en public
- Expérience du secteur énergétique et passion pour cette industrie, un atout
- Compréhension des activités et de l'organisation de TC Énergie, et connaissance des processus et procédures internes, un atout
- Utilisation préalable du logiciel StakeTracker pour documenter l'engagement des parties prenantes, un atout

À propos de notre entreprise

TC Énergie est une importante entreprise qui exploite des infrastructures énergétiques en Amérique du Nord. Nous avons trois domaines d'activités complémentaires : les gazoducs, les oléoducs et la production d'électricité. Nos opérations couvrent trois pays, sept provinces canadiennes et 34 États américains.

Community Relations Liaison We all need energy. It warms our homes, cooks our food, gives us light, and gets us where we need to go. It also improves our quality of life in countless other ways. At TC Energy, our job is to deliver that energy to millions of people who depend on it across North America. And we take our job very seriously.

Guided by our values of safety, integrity, responsibility and collaboration, we develop and operate our facilities safely, reliably and with care for our impact on the environment. With our presence across the continent, our people play an active role in building strong communities.

We're proud of how our hard work and commitment sets us apart and benefits society, every day. We're looking for new team members who share our values and are ready to take on exciting challenges.

The opportunity

Our Provincial & Community Relations team is evolving to meet the needs of our growing business and we are expanding our presence in Quebec to support the operation of assets in our Natural Gas and Power & Storage business units. This position is office-based, with the option of working from our Magog, Mascouche, or Les Cedres locations depending on the candidate.

We are seeking a highly collaborative and motivated professional who has knowledge and experience in community relations and engagement to support our team. Reporting to the Community Relations Manager - Canada, while taking day-to-day direction from the Quebec Community Relations Lead, this individual will support local engagement efforts in support of several functional areas including: Regional Operations and Pipeline Integrity, Public Awareness, Regional Emergency Preparedness, Community Investment and, if required, some capital project development.

What you'll do

- Support the development and the execution of community engagement plans and strategies to support operational priorities regionally, pipeline integrity and capital project capacity (where applicable)
- Identify, build and maintain relationships with communities and key stakeholders including public officials and emergency responders
- Work with internal clients and the Quebec Lead to execute strategies in support of Damage Prevention within Public Awareness, Regional Emergency Preparedness, Community Investment and TC Energy's Scholarship Program
- Prepare and deliver presentations to external audiences on our corporate, project, and operations activities
- Participate in the development of project communication materials and coordinate the delivery of project information packages and updates
- Develop and implement event plans and attend local outreach events as required (i.e. open houses, conferences, local community outreach activities)
- Complete regulatory applications and permitting requirements, where applicable
- Develop, maintain and manage stakeholder engagement logs and ensure data integrity within TC Energy's engagement tracking system
- Understand and uphold all internal policies and processes relevant to the role including, but not limited to:
 - TC Energy's Stakeholder Engagement Commitment Statement and Project Delivery Standard
 - Gifting and Lobbying policies
 - Stakeholder tracking requirements using StakeTracker
 - Corporate Community Investment Program using Benevity
 - Emergency Preparedness and ICS-based emergency response
 - Regional field-based safety and driver training.

Minimum Qualifications

- A completed bachelors' degree with a focus in Political Science, Public Relations, Communications or an equivalent level of education and training in community relations, negotiation, mediation or public involvement techniques is required
- A minimum of four (4+) or more years of Community Relations or relevant work experience is a requirement
- Bilingual in French and English with the ability to provide verbal and written support to stakeholders in both languages fluently
- Excellent verbal and written communication skills and the capability to manage information and data on multiple levels
- Knowledge of regulatory requirements and business drivers associated with community and stakeholder engagement goals
- Excellent interpersonal and presentation skills with a customer service focus is critical for success in this role
- A valid driver's license and satisfactory driving record are mandatory
- Resident of Quebec with the flexibility to travel for work if required

Preferred Qualifications

Ability to think strategically, weigh issues and recommend effective and fit for purpose solutions

Ability to influence and negotiate with internal and external stakeholders

Strong professional/personal network within the region of work and the ability to continuously expand relationships

Demonstrated skills in facilitation, diplomacy, conflict resolution, problem solving and public speaking

Previous experience and a passion for working in the energy industry is considered an asset

Understanding of TC Energy's business and organization as well as knowledge of internal processes and procedures is considered an asset

Previous experience using StakeTracker software to document stakeholder engagement is considered an asset

About our business
TC Energy is a leading energy infrastructure company in North America. We have three complementary businesses of natural gas pipelines, liquids (oil) pipelines, and power generation. Our operations span three countries, seven Canadian provinces, and 34 U.S. states.

Apply now! Apply to this posting by 01/23/2022 using reference code 92073. You must apply through our jobs system at jobs.tcenergy.com. Only applications submitted through our system will be acknowledged. Applications may be submitted using a mobile device or a desktop / laptop computer. TC Energy is an equal opportunity employer. Learn more Visit us at TCEnergy.com and connect with us on our social media channels for our latest news, employee stories, community activities, and other updates. Thank you for choosing TC Energy in your career search. * Depending on qualifications, the successful candidate may be offered a position at a more appropriate level and/or ladder. * Applicants must have legal authorization to work in the country in which the position is based with no restrictions. * All positions require background screening. Some require criminal and/or credit checks to comply with regulations. * TC Energy is committed to provide employment opportunities to all qualified individuals, without regard to race, religion, age, sex, color, national origin, sexual orientation, gender identity, veteran status, or disability. Accommodation for applicants with disabilities is available on request during the recruitment process. Applicants with disabilities can request accessible formats or communication supports by contacting careers@tcenergy.com.

For more information, visit TC Energy for Agent ou agente de liaison, Relations communautaires