

IDENTIFICATION

Department	Position Title	
Workers' Safety and Compensation Commission	Business Consultant / Project Manager	
Position Number	Community	Division/Region
97-9897; 97-9922; 97-9973; 97-9921	Yellowknife and Iqaluit	Performance and Corporate Services

PURPOSE OF THE POSITION

The Business Consultant / Project Manager (BC/PM) is responsible for leading the analysis, planning and delivery of complex projects relating to process and performance improvements for the WSCC. The incumbent is responsible for planning, analysis, and implementation of new and upgraded processes and systems. The BC/PM works with internal staff and vendors to develop an understanding of project objectives and to apply their experience to operational improvement initiatives.

SCOPE

The Workers' Safety and Compensation Commission (WSCC) is a Crown Corporation of the Government of the Northwest Territories and Nunavut that is directed by a Governance Council through the President & CEO. WSCC operations are located in both Yellowknife, Northwest Territories and Iqaluit, Nunavut.

The WSCC promotes safe workplaces through education and prevention, and cares for injured workers through a system of no-fault compensation. The system is funded through the collection of assessments from employers and is governed by the *Workers' Compensation Acts* of the Northwest Territories and Nunavut.

The WSCC is committed to an environment free of racism and discrimination, where people feel safe when receiving services. This can be achieved by respecting engagement that acknowledges the importance of cultural differences and values Cultural Safety.

This position is based in Yellowknife or Iqaluit and reports to the Manager, Performance and Innovation. The BC/PM supports the Mission, Vision and Values of the WSCC by ensuring that services to outside stakeholders are supported by optimized and value-adding processes.

Typically, the above qualifications would be attained by:

A bachelor's degree in business management, Information Technology, Financial Management or similar relevant field, with four (4) years of project management, business analysis, or consulting experience.

Certification in any of the following would be considered an asset:

- Lean/Six Sigma Certification
- BPM Certification
- BA Certification (CBAP/CCBA, BCS BA Certification, PMI-PBA, etc.)
- Project Management Certification (PRINCE2 or PMP)

Equivalent combinations of education and experience will be considered.

ADDITIONAL REQUIREMENTS

Position Security (check one)

- No criminal record check required
- Position of Trust – criminal record check required
- Highly sensitive position – requires verification of identity and a criminal record check

French language (check one if applicable)

- French required (must identify required level below)
 - Level required for this Designated Position is:
 - ORAL EXPRESSION AND COMPREHENSION
 - Basic (B) Intermediate (I) Advanced (A)
 - READING COMPREHENSION:
 - Basic (B) Intermediate (I) Advanced (A)
 - WRITING SKILLS:
 - Basic (B) Intermediate (I) Advanced (A)
- French preferred

Indigenous language: Inuktitut

- Required
- Preferred

