



Our goal is to be a diverse workforce that is representative, at all job levels. The PIER welcomes applications from Indigenous peoples, persons with disabilities, veterans and persons of all races, ethnicities, religions, abilities, sexual orientations, and gender identities and expressions. We also welcome applications from non-Canadians who are eligible to work in Canada. If you are a member of one of the above groups, you are encouraged to self-identify, on your cover letter, or resumé.

The PIER is a living lab located in Halifax's Seaport. A centre for innovation, engagement, and research, established by the Halifax Port Authority in 2021, the PIER aims to enable member companies to solve complex problems related to port and marine transportation operations.

The Halifax Port Authority is implementing a decarbonization strategy to support net zero targets for 2025, 2030, and 2050. Critical to this strategy is a committed workforce with the necessary technical skills, operational experience, and mindset (**net zero skills**) needed to transform the industry to be more sustainable and efficient. A fundamental part of this strategy, led through the PIER, involves recruitment and inclusion of more diverse talent.

HPA Guiding Principles

Everyone at Halifax Port Authority is expected to carry out their work in a manner consistent with our guiding principles:

- Be One Port City
- Collaborative & Engaged
- Future Focused
- Sustainable
- Trusted Partner

We believe that when everyone works in this way, we can achieve our mission and vision and can deliver value to our customers, our community and our team.

At this time, the **PIER** requires a

Program Manager, Work Integrated Learning (24-month Contractor Position)

The role reports to the Director of Workforce Development and has no direct reports. The Program Manager, Work Integrated Learning (WIL) is responsible for executing a project with a 24-month timeline, as we continue to meet deliverables to continue to qualify for funding. The primary focus of this role will be implementation of a new WIL program with a 70% focus on 'green skills for net zero careers', and that aligns with established project objectives. The WIL program will include traditional and non-traditional internships, capstone projects and field work with post-secondary institutions, and bootcamps and hackathons.

The successful candidate must have a three to five (3-5) years of relevant experience in progressive levels of workforce development and talent management, and a post-secondary degree/diploma in Human Resources, Education, or a related discipline. An equivalent combination of education, training, and experience will be considered. Must have experience facilitating meetings and training programs, developing and implementing work integrated learning programs, evaluating and assessing of programs, and reporting on KPIs and deliverables. Experience in marine transportation and the sustainable blue economy is an asset.

Demonstrated effective communication, problem solving, and solid organizational skills. This position requires the ability to manage multiple priority projects to meet demanding targets and deliverables, to work collaboratively and independently and to be flexible to adapt to new demands. You are able to set and work towards goals and meet timelines and targets. You take accountability for your work and are flexible to adapt to new demands. You are creative and are open to developing new and engaging approaches to work integrated learning. You are at your best when you are challenged and thrive on getting results. You have strong written and verbal communication skills. Written and spoken competence in English is required. French fluency is an asset but not a requirement.

ACCOUNTABILITIES

Develop outreach and awareness building activities to guide youth participants to WIL programs in the Nova Scotia region;

Work towards clear objectives, targets and KPIs, and submit monthly and quarterly reports summarizing progress;

Analyze assessment and evaluation data for continuous improvement of WIL programs;

Develop and deliver onboarding and orientation for interns and research interns that includes pre-training, workplace skills, industry orientation, health and safety, etc.;

Work with the Implementation Lead to execute a strategy for engaging students/participants (including employers) from under-represented communities;

Develop and facilitate industry awareness, exposure building programs, and educational content for secondary and post-secondary students;

Work with communications team to develop materials to reach youth audiences;

Work with other key stakeholders to collaborate on development of WIL programming;

Build connections with employers across the marine transportation and The PIER ecosystem;



Contribute to the development and implementation of primary research focused on understanding net zero skills and careers, and pathways to related careers. This would include helping to socialize the findings and develop evidence-based programs in response to those findings;

Work with the Director of Workforce Development at the PIER, and with PSIs across Nova Scotia to influence recruitment and retention of net zero-skilled talent in Nova Scotia

Other

Provides assistance and advice to the Director, Workforce Development on various topics.

HPA and the PIER takes the health and safety of its job applicants and employees seriously. All recruitment activities and interviews will be done following all social distancing and COVID-19 restrictions. For applicants with concerns about the recruitment process or to request another accommodation, please contact humanresources@portofhalifax.ca.

If you are seeking a challenging and rewarding opportunity or additional information, please apply by sending your application to Sherry Scully, Director of Workforce Development at sscully@portofhalifax.ca

For any questions, please contact:

Human Resources
Halifax Port Authority
humanresources@portofhalifax.ca

Applications should be received no later than **Friday, April 21, 2023** We thank all applicants and ensure that all inquiries will be treated confidentially; however, only those considered for an interview will be contacted.