

Senior Manager, Project Management Office

Competition No.: M-03-60-04

Corporate Services Division / Project Management Office

Position Term: Contract (Up to One Year)

Salary Range: \$56.34 - \$70.43 per hour

The **Alcohol and Gaming Commission of Ontario (AGCO)** is a regulatory agency that reports to the Ministry of the Attorney General. The AGCO is responsible for regulating the alcohol, gaming, horse racing and private cannabis retail sectors in Ontario, in accordance with the principles of honesty and integrity, and in the public interest.

The Project Management Office is seeking a **Senior Manager, Project Management Office**. The ideal candidate will have demonstrated experience in project management, relationship management and change management to facilitate and coach project teams to monitor progress, identify issues and develop risk mitigation strategies.

Reporting to the Director, Project Management, the successful candidate will provide oversight of corporate projects for the AGCO, involving advice and support to the Executive Leads, C-Suite and business areas when required, on a wide range of related complex and politically sensitive issues. The Senior Manager, Project Management Office, will be providing ongoing consultation with internal and external stakeholders, incorporating varying perspectives into project plans and deliverables, and continually seeking buy-in and support in a change management environment. The successful candidate will also be responsible for ensuring a standard project management framework and best practices are consistently applied across the AGCO, and for the promotion of a Project Management Centre of Excellence.

In this role, the successful candidate will:

- Build a high-performance and engaged team by using a collaborative, team approach and coaching techniques.
- Translate executive direction into clear, executable plans and ensure deliverables are managed according to needs of the project, from initiation to close-out and hand-off to appropriate branches at the operational stage.
- Ensure the development of program/project objectives, establish scope, work plans and schedules, and resource requirements, including governance structures, and ensure that effective measures are in place to ensure goals have been achieved.
- Provide briefings to AGCO senior management, including project Sponsor(s) and C-Suite when required, on program/project development status and connectivity to other AGCO initiatives; in addition to reporting on project issues and risks to ensure immediate resolution.
- Provide leadership and actively participate in the ongoing development and implementation of the PMO roadmap, including a standard set of tools and best practices.
- Lead major program/project initiatives that are in support of AGCO's strategic objectives by providing strong leadership and guidance to team members, consistent with established PMO practices.
- Identify internal process weaknesses and internal control issues, and make recommendations for improvement.

The ideal candidate must have:

- University degree in economics, public policy, technology, business administration or related discipline. Minimum 5 years of progressive leadership experience, including managing a large team. An equivalent combination of education and experience may be considered.
 - PMP designation, an asset.
 - Relevant senior-level experience that develops critical and strategic thinking.
 - Expert knowledge of, and experience with, accepted professional project management principles, standards, techniques and tools, to plan multiple concurrent assignments, balance competing priorities, monitor and gauge progress, and take appropriate action to achieve deliverables efficiently and effectively.
 - Strong knowledge of the Software Development Lifecycle Process (SDLC).
 - Working knowledge of Waterfall/Agile/Scrum methodologies.
 - Highly developed skills in change management and relationship-building.
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- Advanced experience with policy development, and program design and evaluation.
- Strong knowledge of legislative and regulatory frameworks associated with the gaming and liquor industries in Ontario.
- Demonstrated statutory, regulatory and policy interpretation skills.
- Knowledge of risk management principles and techniques.
- Experience with managing complex and sensitive consultations.

The successful candidate must be eligible to work in Canada and will be subject to a criminal background check.

To apply to this vacancy, please submit your application online at our Careers Webpage, located at www.agco.ca/careers, by Friday, May 7, 2021.

The AGCO is an inclusive and equal opportunity employer.

The AGCO has the responsibility to lead by example in advancing racial equity and to build a diverse, inclusive, accessible and respectful workplace where every employee has a voice and the opportunity to fully contribute. To this effect, you are encouraged to reflect upon the diversity you would bring to the role within your application including, but not limited to, individuals identifying with one or more of the under-represented groups identified within Ontario's Human Rights Code.

Disability-related accommodation during the recruitment process is available upon request.

www.agco.ca
