

I&IT Project Manager

Do you have the desire to lead both digital and agile projects and more traditional application development or infrastructure projects that make an impact on the everyday lives of the people in Ontario? If so, then consider this exciting opportunity with the Ontario Public Service (OPS).

As an I&IT Project Manager with IT Source, you will bring your digital mindset to lead dynamic and impactful IT initiatives. You will take a results-oriented approach, and demonstrate knowledge and experience thriving in environments using a broad spectrum of leading technologies and applying a variety of delivery methodologies, including agile.

IT Source is an internal professional services staff model in the Treasury Board Secretariat. Our Project Managers have the opportunity and flexibility to lead various I&IT projects that support a number of different government priorities across the Ontario Public Service. As you move from project to project, your assignments through IT Source will vary in length and will be located in a variety of ministry client site locations throughout the GTA and Oshawa.

NOTE:

- Depending on the assigned client areas, alternate work arrangements, including flexible hours, hybrid remote work, and a compressed work week, may be available.
- We try to recruit as quickly as we can, but hiring the right people takes time. Currently, the average recruitment can take up to 4 months and we anticipate the successful candidates will join us early in the new year. We thank you for your patience and understanding.

OPS Commitment to Diversity, Inclusion, Accessibility, and Anti-Racism:

We are committed to build a workforce that reflects the communities we serve and to promote a diverse, anti-racist, inclusive, accessible, merit-based, respectful and equitable workplace.

We invite all interested individuals to apply and encourage applications from people with disabilities, Indigenous, Black, and racialized individuals, as well as people from a diversity of ethnic and cultural origins, sexual orientations, gender identities and expressions.

Visit the [OPS Anti-Racism Policy](https://www.ontario.ca/page/ontario-public-service-anti-racism-policy) < <https://www.ontario.ca/page/ontario-public-service-anti-racism-policy> > and the [OPS Diversity and Inclusion Blueprint](https://www.ontario.ca/page/ops-inclusion-diversity-blueprint) < <https://www.ontario.ca/page/ops-inclusion-diversity-blueprint> > pages to learn more about the OPS commitment to advance racial equity, accessibility, diversity, and inclusion in the public service.

We offer employment accommodation across the recruitment process and all aspects of employment consistent with the requirements of Ontario's [Human Rights Code](http://www.ohrc.on.ca/en/ontario-human-rights-code) < <http://www.ohrc.on.ca/en/ontario-human-rights-code> >. Refer to the application instructions below if you require a disability-related accommodation.

What can I expect to do in this role?

In this role, you will:

- Provide leadership to high-performing teams of technical and business professionals in a matrix environment enabling both waterfall and agile approaches (i.e. act as a Scrum Master and support Scrum teams in delivering on simultaneous initiatives).
- Consult with clients, stakeholders, and senior management regarding project goals, providing advice and recommendations to ensure effective project delivery.
- Influence others by persuasion rather than authority – making your case through effective, respectful, collaborative communication, speaking clearly to be easily understood, and writing powerfully to persuade.
- Advocate for achieving accelerated outcomes by increasing collaboration, innovation and promoting adaptability and flexibility of team members and stakeholders to overcome project obstacles.
- Ensure that systems are implemented according to established methodologies and meet clients' business requirements while remaining in line with budgets, schedules and scope.
- Develop, monitor, and maintain project management-related artefacts.
- Bring a digital mindset to lead and manage medium- to large-scale I&IT projects to deliver on various key government priorities, including bringing simpler, better and faster services to Ontario.
- Periodically move on to new project assignments located at different sites throughout the GTA and Oshawa.

Location(s): Oshawa, Toronto

How do I qualify?

Project Management Knowledge and Skills:

- You have a strong working knowledge of the project management life cycle, project portfolio management, and project management principles and best practices, having successfully led waterfall and agile projects to expected outcomes.
- You've managed activities throughout all phases of medium- to large-scale systems projects, including establishing priorities and schedules, monitoring, and reporting on, progress, and managing issues to ensure compliance with enterprise and corporate I&IT standards, policies, directives and strategies.
- You have extensive experience developing and managing the full range of project management artefacts, including charters, integrated project plans, multi-year project budgets, backlogs and sprint plans.
- You can demonstrate you have anticipated, identified and resolved complex issues, coordinated and ensured provision of senior-level technical expertise to develop solutions, advice and guidance to clients and project staff, tracked requested changes to project scope and identified impacts of change.
- You have coordinated systems development and implementation activities, directly or through staff/teams that are not directly reporting to you as the project manager.

Leadership and Change Management Skills:

- You have a proven track record of successfully leading I&IT projects.
- You have experience collaborating with a multi-disciplinary team to define and translate a vision into an integrated project plan and lead the team through smooth and continuous delivery.
- You have experience working in conjunction with team members and stakeholders to manage changes to technical requirements, business requirements, schedules, budgets and scope of projects.
- You have led and developed change management processes, using appropriate strategies to overcome resistance to change and capitalize on forces in support of change during all stages of the project, and identifying and resolving the differences between an ideal solution and a solution which has the commitment and support of the people who will implement and use the solution.
- You've led consultations that involve multiple business groups whose objectives and interests usually vary.
- You have coordinated the process of defining requirements and managed ongoing network of clients/stakeholders to report on progress, discuss and resolve issues, build support and facilitate implementation and change management activities.
- You have proven you can lead and develop high-quality communication materials, such as business cases, presentations, and reports, and present these materials to positively influence outcomes with clients, stakeholders, and senior or executive management.

Stakeholder Management, Consultation, Communication and Influencing Skills:

- You have established relationships with I&IT managers, senior client management and project stakeholders to promote and market I&IT systems; and consulted with vendors, consultants and peers in the IT community and in other jurisdictions to address systems issues and developments.
- You have led, and provided input to, steering committee and stakeholder forums providing project status, identifying and proactively seeking to resolve risks, and conflict within and between projects or functional areas.
- You've demonstrated effective consultation and collaboration skills to identify, and build consensus on, business requirements and objectives, resolve issues throughout project life cycle, and facilitate and build support for outcomes.
- You have fostered an inclusive, diverse, and effective working environment for teams of talented professionals, knowing the best ideas come from everywhere and everyone.
- You have experience influencing others by persuasion rather than authority – making your case through excellent communication, speaking clearly to be easily understood, and writing powerfully to persuade.
- You are an advocate who has achieved accelerated outcomes by increasing collaboration and innovation, and promoting adaptability and flexibility of team members and stakeholders to overcome project obstacles.
- You have demonstrated political acuity and negotiation skills to obtain buy-in from team members, senior management and executive stakeholders.

Analytical, Problem-Solving and Decision-Making Skills and Experience:

- You've determined scope and direction of projects, project budgets and procurement/resourcing strategies; and established project priorities/directions to support system integration, alignment and compliance with ministry and enterprise IT strategies.
- Your decisions are guided by company I&IT directives, policies, standards and framework to meet critical client business requirements and to provide strategic systems advice/direction to senior clients and IT management.
- You have developed multi-year project plans which effectively manage complex sets of interdependencies, anticipate potential issues and roadblocks, recommend innovative integration strategies, and coordinate all phases of a multi-year IT initiative/solution.
- You have led the identification of issues hindering the meeting of client needs and affecting the desired outcomes of projects, facilitated the use of innovative systems alternatives and integration strategies, and identified, monitored, managed and mitigated risks and issues within projects, working with executives and senior managers.
- You have developed appropriate performance measures for project evaluation, assessed/developed contingency plans for problem resolution situations, analyzed technical quality of systems design and ensured consistency/compliance of business solutions with business and technology I&IT directions/standards.

Agile Knowledge and Experience:

- You have demonstrated hands-on experience applying agile methodologies throughout the entire project lifecycle, from concept to release, as a means to plan for iterative digital product development and user involvement (i.e. oversee and manage sprints, sprint planning, stand-ups meetings, retrospectives, and support Scrum teams in delivering on simultaneous initiatives).
- You have experience applying agile best practices such as work prioritization, story mapping, user story creation, release planning, retrospectives, etc., to ensure successful delivery of key initiatives.
- You are well versed in digital development needs and have knowledge and understanding of the digital marketplace, digital platforms, technology and market trends to identify opportunities.
- You demonstrate curiosity and seek to understand how a product technically works. You are able to dive into the technical details and understand technical concepts that are explained to you.

Salary Range: \$74,877 - \$110,338 Per Year

Additional information:

- 3 Permanent, 222 Jarvis St, Toronto, Toronto Region or 33 King St W, Oshawa, Central Region, Criminal Record Check

Note:

- In accordance with the Ontario Public Service (OPS), Employment Screening Checks Policy (ESCP), the top candidate(s) may be required to undergo a security screening check. Refer to the above to determine the screening checks that are required for this position.

Required security screening checks along with your written consent, will be sent to the Transition and Security Office (TSO), Corporate Talent Programs Branch, Talent and Leadership Division to evaluate the results. If applicable, the TSO, with your written consent, will request and obtain any additional employment screening checks that were not obtained directly by you.

A record under the Criminal Code and/or other federal offence record(s) does not automatically mean you will be ineligible for the position. The employment screening check(s) will only be reviewed and evaluated by the TSO for the purpose of making a security clearance decision. The details of an individual's employment screening check(s) will be considered in specific relation to the duties and responsibilities of the position being filled. Employment screening check records will be maintained by the TSO and kept strictly confidential.

Please apply online, only, by **Tuesday, October 18, 2022**, by visiting www.ontario.ca/careers, and entering **Job ID 187362** in the Job ID search field. Please follow the instructions to submit your application. Faxes are not being accepted at this time.

If you require accommodation in order to participate in the recruitment process, please contact us at www.gojobs.gov.on.ca/ContactUs.aspx to provide your contact information. Recruitment Services staff will contact you within 48 hours. Only those applicants selected for an interview will be contacted.

The Ontario Public Service is an inclusive employer. Accommodation will be provided in accordance with Ontario's *Human Rights Code*.

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