



Public Service Alliance of Canada  
Alliance de la Fonction publique du Canada

# Employment Opportunity

## COMMITTED TO EQUALITY IN THE WORKPLACE

Competition Start Date: February 13, 2015

<b>Competition Number:</b>	<b>5830-0000A-015</b>
<b>Position Title:</b>	<b>Regional Coordinator - North</b>
<b>Branch/Section:</b>	Regional Offices Branch
<b>Employment Type:</b>	Indeterminate
<b>Language:</b>	English
<b>Classification:</b>	Band 14
<b>Salary:</b>	\$106,844 to \$120,254
<b>Group:</b>	Excluded
<b>Location:</b>	Yellowknife Regional Office
<b>Employment Equity Designation:</b>	As a result of the PSAC Workforce and Availability Analysis and in accordance with the PSAC Employment Equity Plan, preference for this position will be given to a qualified Aboriginal First Nations, Metis or Inuit person.

**NOTE TO APPLICANTS:** The selected candidate is entitled to a car allowance.

### Purpose of Position

Under the direction of the Director, Regional Offices Branch (ROB), the Regional Coordinator manages programs and staff in their assigned region; coordinates and supervises staff and, in consultation with the Regional Executive Vice-President (REVP), ensures the timely and effective delivery of PSAC programs and services in the regions. As a member of the Management Team, participates in policy setting and strategic planning at both the regional and national level.

### Qualifications

#### *Education and experience:*

- A combination of education and experience in the field of labour relations; knowledge of union practices and programs;
- Demonstrated management skills.

#### *Knowledge:*

- Thorough knowledge of the PSAC policies, constitution and objectives of its programs.

#### *Abilities:*

- Ability to prepare and monitor budgets;
- Ability to successfully deal with change and to effectively manage organizational, operational and people issues;
- Ability to contribute to planning and priority setting;
- Ability to understand and respond strategically to operational issues with innovative solutions and develop and monitor long- and short-term goals;
- Ability to establish trust and cooperation amongst all employees and promote enthusiasm and commitment;
- Well-developed communication, negotiating and conflict resolution skills;
- Ability to communicate both effectively orally and in writing, in English;
- Ability to facilitate group discussion and decision-making.

#### *Personal suitability:*

- Self-confidence, action-oriented and tenacity;
- Good judgment and diplomacy;
- Political acuity and respect for workers;
- Travel and evening / weekend work;
- Commitment to union and equity principles.

A detailed job description is available at: <http://psacunion.ca/jobs-psac> or the attached document.

### **Area of Search – This competition is open to:**

<b>Employees of PSAC, Components, and PSAC Holdings Ltd.</b>	<b>Members giving PSAC membership number.</b>	<b>General public.</b>
<b>Closing Date: March 13, 2015 at 3:30 p.m. (Eastern Time)</b>		

### **How to Apply**

Internal applicants should submit their résumé online through the intranet. Members of PSAC should provide their membership number in order to be considered in the membership level of the competition.

Please submit your résumé stating how your knowledge, skills and abilities relate to the qualifications of the position.

Indeterminate PSAC employees who meet all the qualifications of the vacant position can request a transfer in accordance to the relevant collective agreement by sending a written request to the Human Resources Section by the closing date.

### **Notes**

The PSAC is committed to employment equity and is actively seeking to ensure a representative workforce. We encourage applications from members of equity seeking groups.