

Overview

As we move through a period of exciting transformation and organizational change, Professional Engineers Ontario (PEO) has an immediate opening for a **Manager, Learning & Organizational Development**.

Under the authority of the *Professional Engineers Act*, PEO licenses and governs over 91,500 licence and certificate holders and regulates the practice of professional engineering in Ontario. PEO's mission is to regulate and advance the practice of engineering to protect the public interest. With a talented, multidisciplinary staff of over 100, PEO's vision is to be a trusted leader in professional self-regulation.

Position Summary

Reporting to the Chief People Officer and working with internal and external stakeholders, the incumbent will play a pivotal role in delivering and developing integrated and innovative learning and talent solutions that achieve visible and measurable improvements to individual performance, development, productivity, and to organizational results. This role will be pivotal in promoting a learning culture across the organization and ensuring high-quality leadership and learning solutions that drive organizational results and build future focused capabilities of the employees.

Responsibilities

- Identify current and future needs using external evidence-based research and internal data insights and propose improvements to individual and organizational capability.
- Conduct and/or oversee needs assessment with targeted audience to determine requirements for development of talent initiatives.
- Determine the most appropriate structure, media, delivery formats/modalities for leadership and organizational development solutions, depending on goals and desired outcomes.
- Oversee the development and/or acquisition and implementation of best-in-class leadership and organizational effectiveness initiatives and programs, including development of objectives, vendor selection, content customization and program impact measures.
- Design, develop and implement curriculum related to programs that support the organization's objectives, including a leadership development program to enhance leadership skills and organizational development solutions.
- Lead or assist with organizational design/effectiveness strategies.
- Assess change readiness of people and the organization prior to introducing change initiatives and provide organizational change management advisory services and consultation to internal stakeholders.
- Manage the launch, administration, and evaluation of talent and learning solutions.
- Utilize project management skills to define and meet project milestones, communicate issues and risks in a timely manner.
- Utilize assessment tools and qualitative and quantitative feedback channels to measure initiative effectiveness.
- Develop a talent process to identify high potential individuals and ensure alignment with the organization's workforce and people strategy.

- Develop, refine and/or support the implementation of people development solutions, such as onboarding, performance management, succession planning, engagement and other strategic people initiatives and priorities.
- Support organizational development.
- Support talent management initiatives and activities, including, but not limited to leadership, engagement, and equity, diversity and inclusion (EDI).
- Participate in vendor negotiations, statements of work and day to day relationship management, ensuring quality/value balance and make appropriate recommendations.
- Research, recommend and implement digital platforms/solutions to facilitate the administration of and access to leadership and organizational development solutions and that provide a seamless employee experience.
- Leverage existing internal tools, resources, and platforms to create sustainable solutions to foster a learning culture.
- Work to meet deadlines while coordinating with and soliciting input from stakeholders.

Specialized Skills and Knowledge

- University degree in HR, adult education, organizational development, or equivalent preferred.
- Completion of adult education program or certification, an asset.
- Proven experience in progressively senior learning and development roles.
- Experience in managing the full cycle of leadership and organizational development programs.
- Successful track record of integrating business needs with leadership, learning, talent and organizational development solutions based on adult learning and OD principles.
- Excellent communication and interpersonal skills, with an ability to build and maintain effective relationships with all levels within the organization.
- Critical thinking and problem-solving skills with ability to leverage data analytics with curiosity.
- Ability to influence and performance consult.
- Awareness of digital solutions and platforms (LMS or LXP, digital content development tools) to administer, design and enable a seamless employee experience.
- Ability to manage multiple tasks and priorities.
- Ability to deliver in a fast-paced, dynamic operational environment.

We have fully embraced hybrid working, and for us this means coming to the office twice a week. However, if you wish to work in the office more often, you are welcome to.

If you are interested in this role, please forward your resume to peocareers@peo.on.ca by May 7, 2024

At PEO, we recognize that our people are our best asset, including employees from diverse backgrounds and perspectives. We know life isn't linear so there may be gaps or 'nontraditional' employment and we welcome applications from everyone. Accommodation is available upon request for candidates in all phases of the selection process.