

Job Title: Senior Stakeholder Relations & Promotions Lead

Requisition ID: 15076

Company

The City of Vancouver is striving to become the greenest city in the world, and a city powered entirely by renewable energy before 2050. We are proud to be one of BC's Top Employers, Canada's Best Diversity Employers, and one of Canada's Greenest Employers. With employees that have helped Vancouver consistently rank as one of the world's most livable cities, the City values a diverse workforce which represents the vibrant community we so proudly serve.

Consider joining our committed team of staff and being part of an innovative, inclusive and rewarding workplace.

Main Purpose and Function

Reporting to the Manager of Transportation Planning, this role manages the Current Planning Stakeholder Relations & Promotions section within the branch and is responsible for the strategic communications and promotion of sustainable transport modes, including managing key stakeholder relations. This role also supervises employees as a Senior Team Lead in Transportation Planning, oversees other branch employees in their stakeholder, partnership and promotions roles, and is a primary liaison with Corporate Communications and the Manager Engagement for Engineering. Furthermore, the Senior Team Lead provides strategic divisional advice on stakeholder and public engagement resources in coordinating the delivery of major transportation projects and programs with other citywide public engagement efforts.

Specific Duties and Responsibilities

- Provides leadership and guidance to the Current Planning Stakeholder Relations and Promotions section, including hiring, assigning responsibilities, evaluating performance, coaching, mentoring, training and development, and discipline
- Provides leadership to an integrated sustainable transportation and school active travel promotions, programs and partnerships work plan, including developing and managing the budget
- Develops and executes strategic and tactical stakeholder engagement plans for transportation planning processes and related behaviour change initiatives and travel demand management campaigns
- Responsible for collaborating with a team of Planning and Engineering staff who are responsible for advancing Transportation Planning projects and initiatives
- Provides strategic divisional advice on stakeholder and public engagement resources required on major transportation projects and programs
- In consultation with Corporate Communications and other senior team leads, creates a variety of communication tools to inform residents and businesses about key activities and outcomes including a website, news releases, display materials, advertisements, etc
- Recommends the selection and oversees the directing of promotions, stakeholder relations and communication consultants and suppliers
- Attends steering committee meetings to advise senior Managers on resolving issues and act on strategic stakeholder opportunities arising to support the plans
- Other duties/responsibilities as assigned

Qualifications

Education and Experience:

- Bachelor's degree in Communications, Public Relations, Journalism, Public Administration or a related discipline is required. A degree in Engineering or Planning with a focus on Transportation Planning is considered a strong asset
- A minimum of 6 years' experience in transportation planning, public or stakeholder engagement management for large organizations with a significant focus on communications/issues management and stakeholder relations or an equivalent combination of training, education and experience
- Considerable experience providing advice to senior managers and/or politicians
- Experience managing and supervising staff

Knowledge, Skills and Abilities:

- Considerable knowledge of and demonstrated skills in developing and implementing all facets of strategic and tactical communications plans and activities

- Demonstrated skill in managing sensitive, contentious and complex issues involving multiple and diverse stakeholders with skill, tact and diplomacy
- Demonstrated skill in establishing and maintaining good working relationships with internal and external stakeholder groups/partners both in routine and in controversial, stressful, and politically dynamic situations
- Excellent interpersonal skills and patience to deal tactfully with staff and the public
- Ability to exercise sound judgment and discretion
- Knowledge of the City of Vancouver's transportation planning policies and trends
- Ability to lead a team and work well in a team environment under tight deadlines
- Demonstrated ability to plan, organize, set, accomplish and measure objectives and results, to meet very tight deadlines and to juggle numerous projects
- Ability to handle numerous projects simultaneously, with minimal supervision
- Ability to deal with difficult and politically sensitive issues

Business Unit/Department: Engineering Services

Affiliation: Exempt

Employment Type: Regular Full Time

Position Start Date: January 2020

Application Close: November 26, 2019

At the City of Vancouver, we are committed to recruiting a diverse workforce that represents the community we so proudly serve. We encourage applicants from diverse backgrounds, including Indigenous applicants, all genders, nationalities and persons with disabilities.

We thank all applicants for their interest. However, only those selected for an interview will be contacted. Learn more about our commitment to diversity and inclusion.