

Source: **BC Hydro**
Job Title: **Indigenous Professionals in Development**
Job Number: **BCH-T-2310-221107E1**
Job Location: **Edmonds, British Columbia, Canada**

Powered by water... and by people like you

Providing clean electricity to 4 million customers takes a diverse workforce and that's where you come in. We need your talent to help us build major projects to meet growing demand. To help our customers find clean energy solutions for their homes and businesses and to be ready to respond during storms and outages to keep our system reliable.

Working for BC Hydro is meaningful. And now, the stakes have been raised as we work towards a solution to climate change while safely providing clean, affordable electricity to our customers.

We offer a healthy work life balance, training opportunities and career progression. We're proud to be ranked as one of B.C.'s Top Employers and one of Canada's Best Diversity Employers. Join us as we build an even cleaner B.C.

JOB DESCRIPTION

Duties:

Join us for an exciting 12 month professional program for Indigenous post-secondary graduates interested in exploring a career with BC Hydro. This program offers two or more rotations, across key business groups within BC Hydro offices located in the Lower Mainland and/or regional offices around the province.

Rotations will be based on candidate's interest and skill as well as BC Hydro's business needs. Rotational areas could include Finance, Supply Chain, Information Technology, Planning, Customer Service, Human Resources, Project Delivery, Communications & Marketing, Environment, Indigenous Relations, Engineering or other groups. The opportunities to build your career within BC Hydro are diverse. This program is aimed at providing valuable work experience and an opportunity to build relationships across the organization. The cohort of professionals will also participate in leadership development programs.

This program is exclusive to candidates who identify as Indigenous as per the Constitution Act, 1982, Section 35 (2).

Duties will vary depending on the business group:

- * Participation in the orientation and onboarding of BC Hydro's business practices, processes and systems; and completion of required safety training to fulfill rotation requirements.

- * Implements and contributes to the host business group's work plan, operational responsibilities and/or programs or projects. Individuals are to fulfill roles and responsibilities for their tasks, attend meetings that support accountability, and engage internal stakeholders as per defined tasks.

- * Leads and supports program or project management tasks with direction from the host Manager.

- * Leads or co-leads a phase of a business process improvement project and facilitates or co-facilitates the knowledge transfer to a group of professionals.
- * Develops and implements evaluation methods against stated program and course outcomes.
- * Coordinates the financial, administrative and reporting aspects of project or program implementation.
- * Completes project tasks and reviews with subject matter experts to ensure accuracy and quality.
- * Prepares reports to monitor progress and achievement of objectives to identify opportunities for improvements. Ensures reports are delivered to key stakeholders to meet corporate reporting needs.
- * Writes and edits briefing materials, reports and presentations as required. Provides regular progress updates and communications to the team and management as required.
- * Acts as liaison internally with business groups to successfully deliver the program or project.
- * Shadows leadership functions including but not limited to, strategic planning, business planning, and people management.
- * Collaborates with other Indigenous Professionals in the cohort over the course of the year and may present to sponsors, the Executive Team and/or BC Hydro Board of Directors.

Qualifications:

- * University Undergraduate degree in Public Administration/Public Policy, Business or Finance Administration, Information Technology, Human Resources, Indigenous Studies, Communications & Marketing, Environment, Engineering, Science or related discipline.
- * A minimum of 2 years related work experience including experience in supporting projects or program delivery in an organization.
- * Declaration of Indigenous affiliation.

ADDITIONAL INFORMATION

Desired Knowledge, Skills and Abilities in this role are as follows:

- * You have a minimum of a Class 7N/Class 5 Driver's Licence in good standing/or are in the process of obtaining it.
- * Strong self-starter who demonstrates initiative and is resourceful.
- * Interest in advancing understanding of BC energy sector.
- * Understanding of project or program management.
- * Business analysis, research and reporting skills.
- * Strong written ability; Proficiency with Microsoft Suite applications.
- * Relationship management and collaborative skills.
- * Ability to work both in a team and independently.
- * Public / Oral communication skills; Problem Solving.
- * Adaptive to different working environments; and
- * Demonstrate our values of safety, teamwork, accountability, integrity and service.

Rotations in specific groups may also see a benefit to individuals having:

- * Experience in a customer-centric culture.
- * Ability to understand and identify business requirements within the supply chain.

- * Certified Project Management Professional (PMP) an asset.
- * Excellent report writing and communication skills.
- * Experience in facilitation and negotiation.
- * Familiarity with change-management principles.

The position will be one year or more and you will have the opportunity to bid on internal BC Hydro job postings.

This role may involve occasional travel to support rotation requirements; any regional placements will be at the discretion of the program and business needs.

The Benefits: Besides being exposed to roles that offer an exciting, varied and challenging career, you will gain valuable insight into BC Hydro's business and create relationships across the organization. Each candidate will be partnered with a Senior Manager as a mentor to support their experience, as well as a certified coach to support you in reaching your goals.

BC Hydro invites applications from all qualified Indigenous candidates.
Please ensure you include a copy of your Declaration of Indigenous affiliation.

How to Apply

Interested candidates should submit their applications online at https://app.bchydro.com/careers/current_opp.html by **Dec. 16, 2022**.

[Click here](#) to access the job posting or visit the [BC Hydro "Current Opportunities" Careers page](#) to view and apply for jobs.

You must use a supported browser, such as Firefox, Internet Explorer, Google Chrome or Safari. Your pop up blocker will also need to be disabled for the BC Hydro Careers site.

On the BC Hydro Careers site, click on the Apply button in order to complete the steps to apply for this job. Please be sure to update your Candidate Profile with your current resume and include copies of your certifications, if applicable.

We're always looking for exceptional people to bring new ideas, fresh thinking and the motivation to help shape the electricity system in B.C. It's an exciting time to be a part of our team as we invest in our system and prepare to meet the challenges of tomorrow.

Our values guide our work. Want to join us?

We are safe.

We are here for our customers.

We are one team.

We include everyone.

We act with integrity and respect.

We are forward thinking.

BC Hydro is an equal opportunity employer.

We include everyone. We welcome applications from anyone, including members of visible minorities, women, Indigenous peoples, persons with disabilities, persons of minority sexual orientations and gender identities, and others with the skills and knowledge to productively engage with diverse communities.

We are also happy to provide reasonable accommodations throughout the selection process and while working at BC Hydro. If you require support applying online because you are a person with a disability, please contact us at Recruitmenthelp@BCHydro.com.

BC Hydro has a COVID-19 Vaccination Policy that requires employees to have a full series of COVID-19 vaccine and provide proof of vaccination on request. This Policy is currently suspended but may resume at BC Hydro's discretion. While the Policy is suspended, all new employees are required to disclose their vaccination status to BC Hydro.

Flexible work model role definitions

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Our four role types identify the degree of flexibility an employee could have to work from home based on the type of work they do. The flexibility for an individual job is up to the manager for each position and the operational requirements. Employees also have the right to work full-time from the office if they prefer. All of our roles require at least some in-person time.

- IBEW/Field – No option to work from home
- Resident – Works primarily (4+ days per week) in the office.
- Hybrid – May be able to work from home up to 3 days per week.
- Remote – Works from home 4+ days per week