

# Project Manager

## CREDIT UNION DEPOSIT GUARANTEE CORPORATION Edmonton, Alberta

The Credit Union Deposit Guarantee Corporation guarantees the deposits of Alberta credit unions and ensures sound business practices are maintained.

### THE POSITION

Reporting to the Vice President, Strategic Planning and Information Services, the individual will be responsible for managing the major projects of the Corporation. The role is critical to the successful delivery of projects on time and within budget.

Responsibilities include:

- ◆ Facilitate project planning sessions and develop project charters, plans, and schedules
- ◆ Deliver project reports including project status, issues, and risks
- ◆ Consult with and present to the Executive team on project related matters
- ◆ Identify, implement, and provide training on best practice project management tools and methodologies throughout the Corporation
- ◆ Manage risks and issues and take corrective action where necessary
- ◆ Identify and request project personnel and allocate work to project teams
- ◆ Communicate with various internal and external stakeholders
- ◆ Lead and supervise the Corporation's business analyst positions
- ◆ Contribute to the annual strategic and tactical planning process of the Corporation
- ◆ Assist in developing annual departmental IT operating and capital budgets

### THE PERSON

- ◆ Minimum 5 years project management experience with PMP designation preferred
- ◆ Post secondary diploma or equivalent experience
- ◆ Strong leadership and communication skills
- ◆ Excellent problem solving skills and ability to build consensus
- ◆ Strong organizational and time management skills
- ◆ Good understanding of Management Information Systems
- ◆ Good understanding of technology being used on all projects
- ◆ Demonstrated ability to apply best practice change management principles
- ◆ Experience with business analyst tools and concepts including requirements definition, process modelling, and business case development

### COMPENSATION / OTHER BENEFITS

- Commensurate with qualifications and experience
- Comprehensive benefits program
- Commitment to work/life balance
- Excellent downtown office environment

**CLOSING DATE: Feb 8, 2008**

*We thank all applicants for their interest as only those selected for an interview will be contacted.*

### SUBMIT RESUME TO:

Credit Union Deposit Guarantee Corporation  
18<sup>th</sup> floor, 10130 – 103 Street; Edmonton, AB T5J 3N9  
Attention: Monica Fenton – Manager, Corporate Services  
Email: mfenton@cudgc.ab.ca