

Work Force Development Building Better

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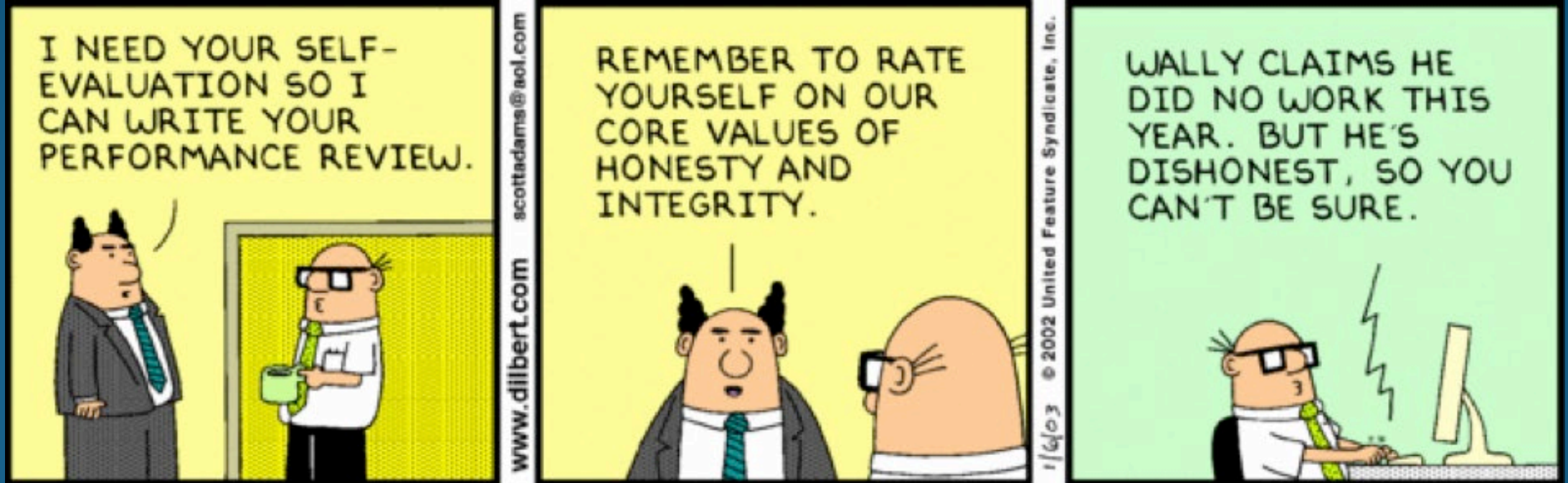


What is your workforce plan?



Time to rethink your the approach?

Is your current system working?



Consider a Gap Analysis & Case Study

Start with a Gap Analysis

Workforce Assessment

- Review current Organization , Key Positions, Culture & Values

Employee Readiness

- Review Employee Development, Technology Impacts and Training

Collaboration

- Engage your Human Resources & Management
- Build together

Build a Plan

Consider the Position? Engineer, Operator,
Management or Maintenance

Internal

External

Succession
Planning

Training &
Development

Recruitment &
Advertisement

Training &
Development



Benefits of a Gap Analysis

Roadmap

- Plan for next steps
- Framework to drive improvement.

Prioritize

- Assessing what is important
- Focus on the needs of the organization and priorities.

Goal Setting

- Set realistic goals
- Make incremental progress towards effective workforce development.



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Region of Waterloo -A Case Study



Try Engineering Progression?



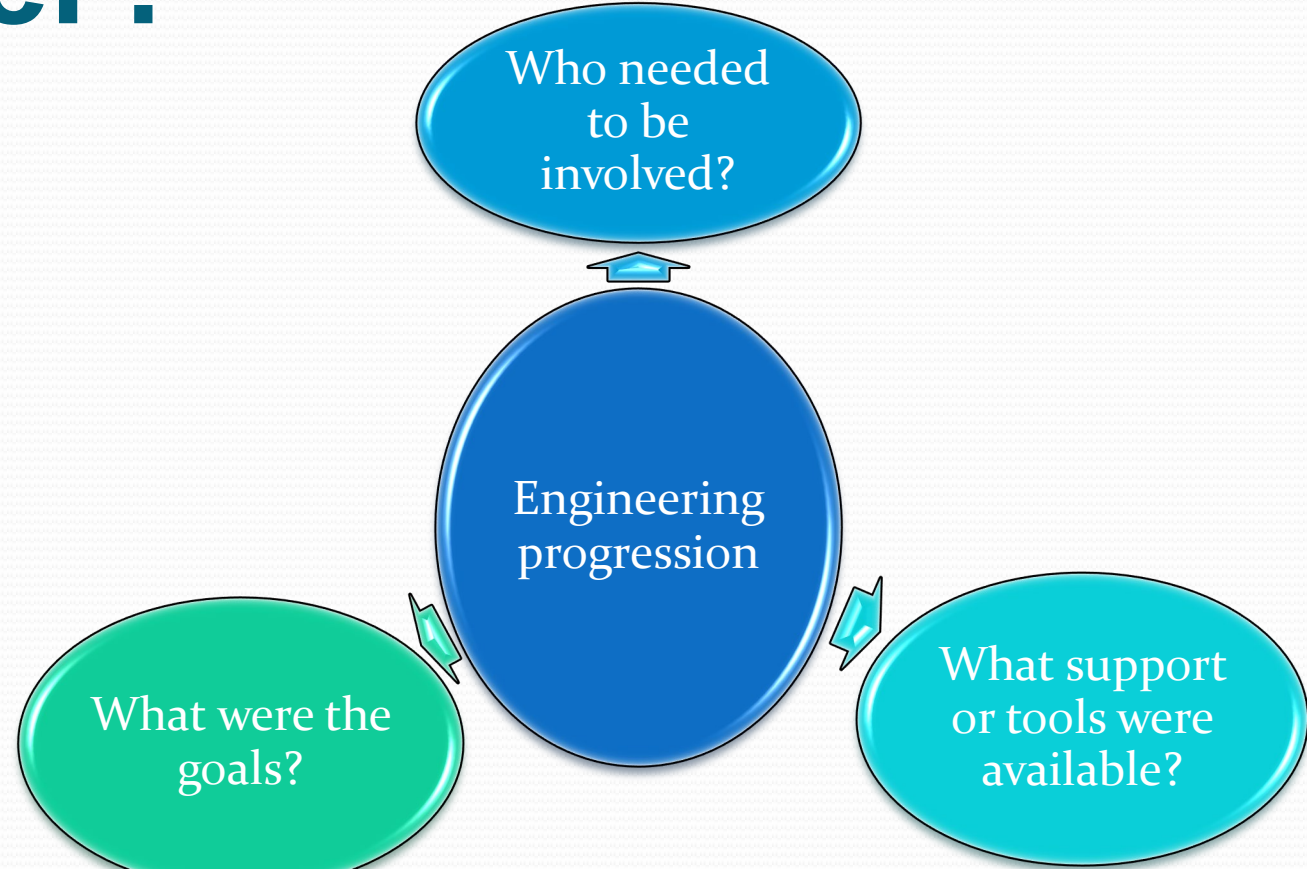


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What to consider?





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Building the plan

Working group -
engineering and
human resources

Review all
Engineering job
descriptions

Develop a rating
criteria aligned
with the
Professional
Engineers
Ontario

Create
streamlined job
levels and
descriptions



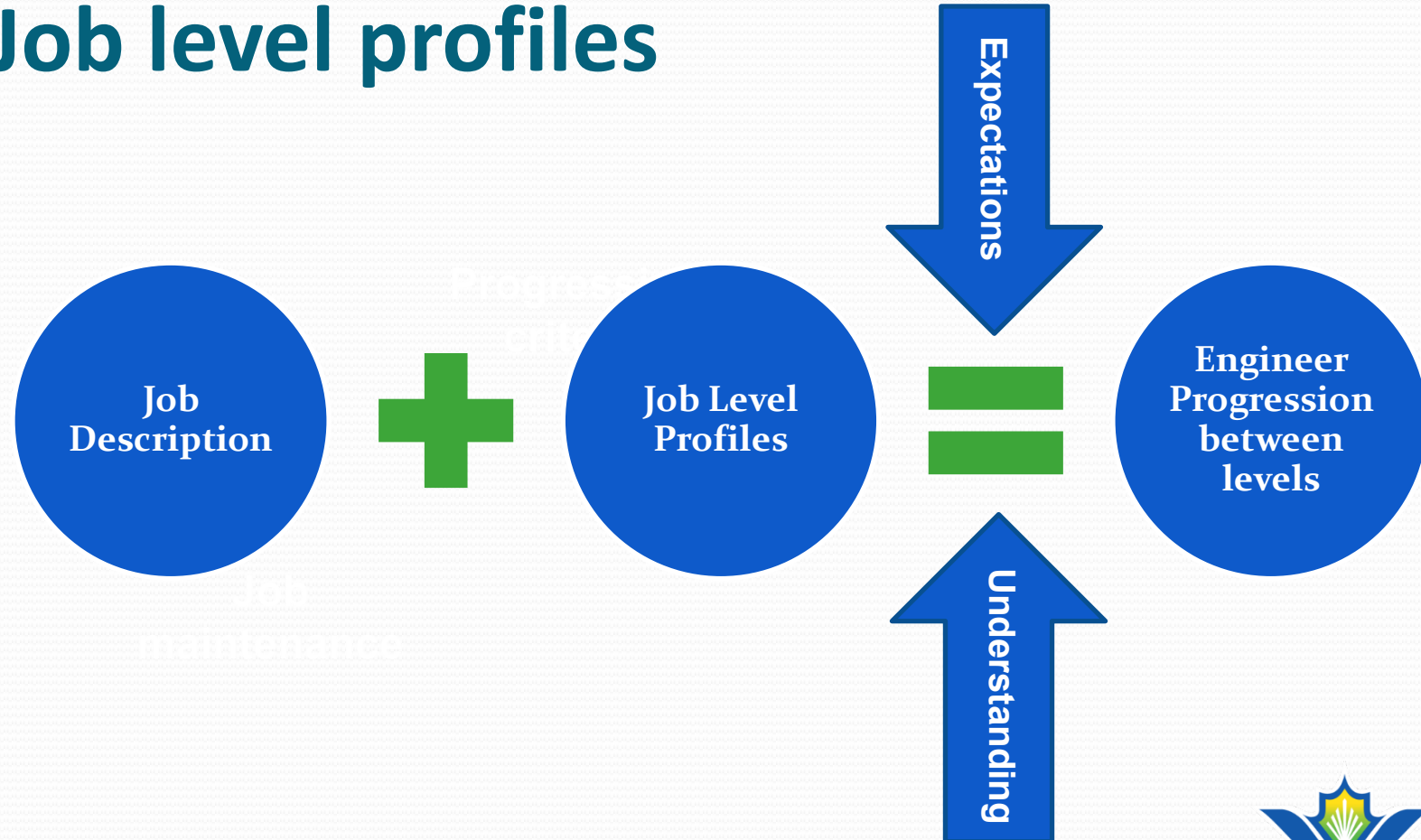
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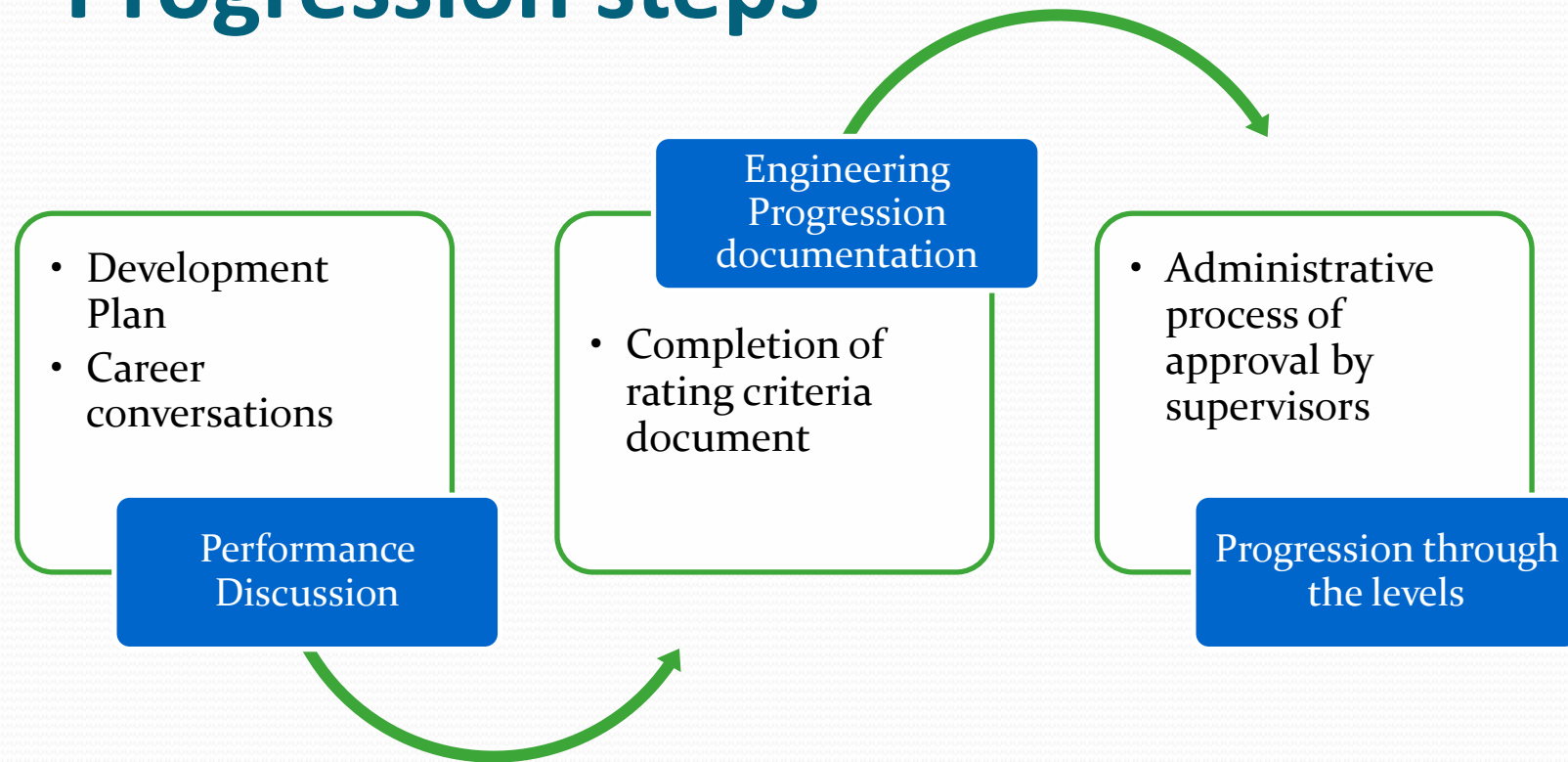
Job level profiles





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Progression steps



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Recommended timeframe

Action	Q1	Q2	Q3	Q4
Job Maintenance Reviews Submitted				
Job Descriptions, Codes & Profiles established				
Progression criteria established				
New system in place				

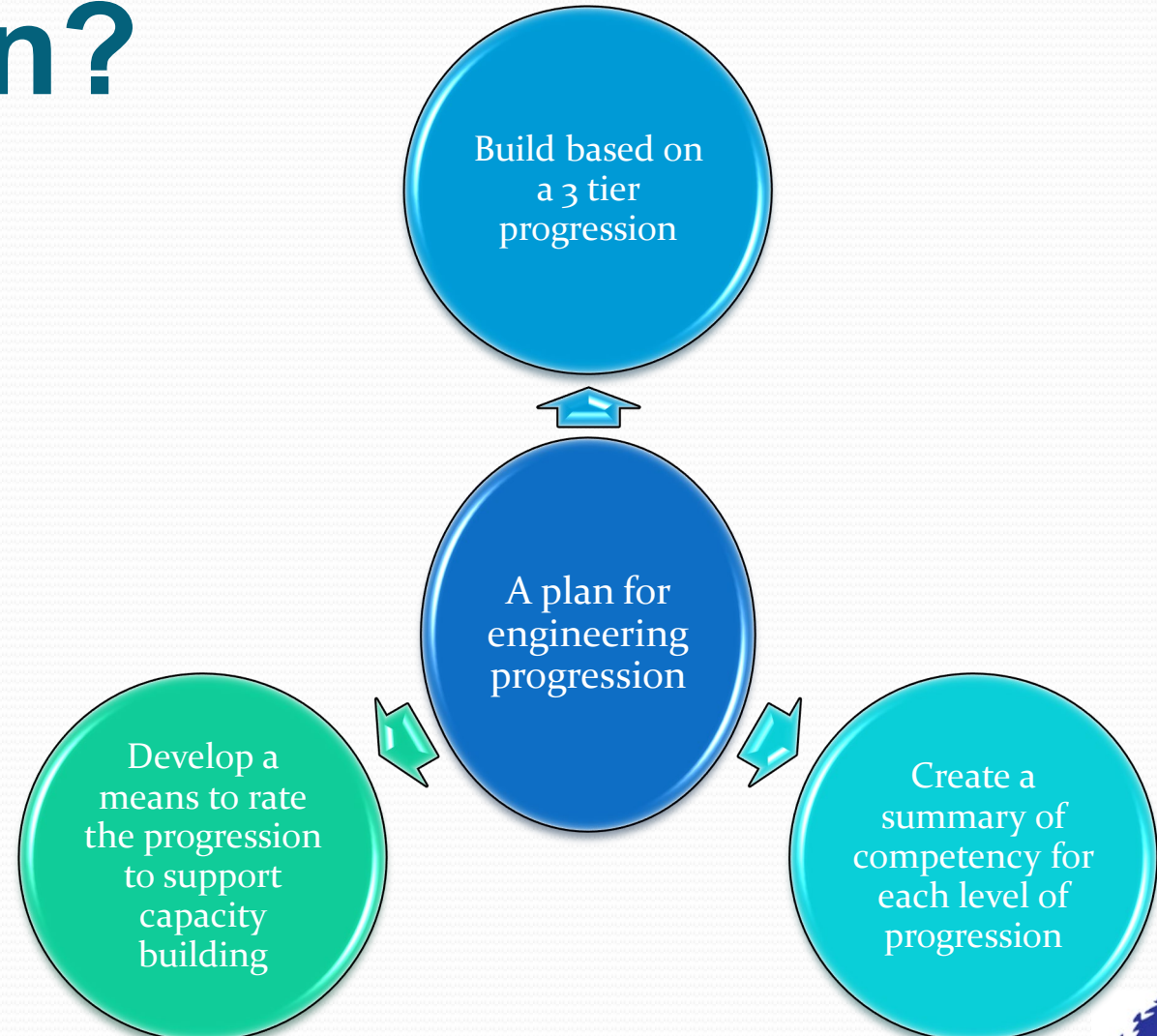
Discussion: target implementation 12 month timeline



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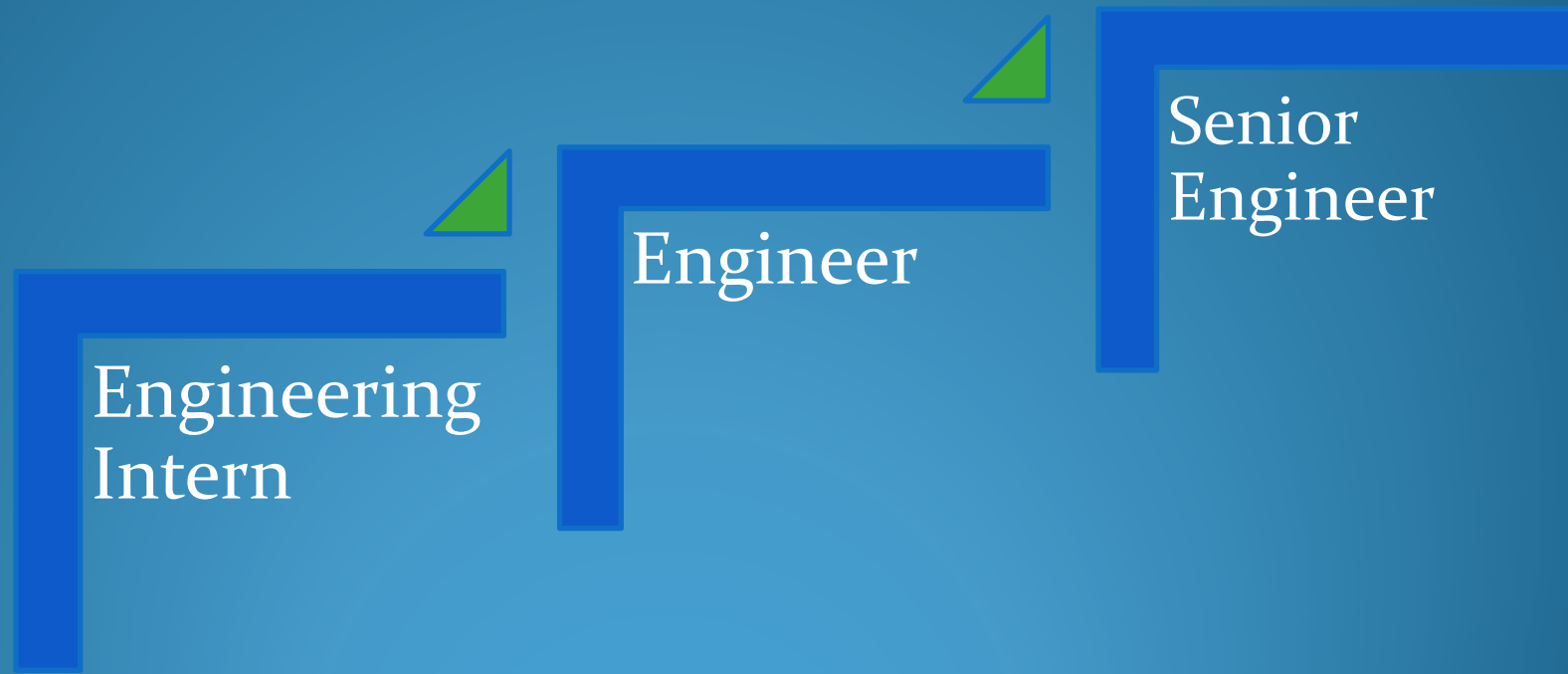
What is the plan?





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Streamline role progression





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Engineering Intern

Leverage PEO qualifications

- Registration with PEO
- PEO Intern competencies: Quality of experience, Application of theory, Practical experience, Management of Engineering, Communication Skills, Social implications of Engineering



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Engineer

Progression Path: Engineer, experience approximately 4-10 years

Candidate Name: _____

Competency	Criteria	Readiness Level
Professional Designation	<u>P.Eng</u>	
Knowledge and Experience	Related university degree plus related program specific experience	
Planning and Project Management	Assist with planning and project management of projects	
Engineering Designs	Develop preliminary designs and budgets including preliminary specifications and contracts.	
Budgeting	Develops budget for projects.	
Supervision	Monitors work of Regional staff assigned to project. Oversees the work of contractors and consultants working on projects across division .	
Consultant Selection	Participates in the consultant selection process.	
Project Control	Monitors progress and provides input to project team during the design and construction phases of assigned projects .	
Technical Support	Prepares technical specifications	
Contract Administration	Provides contract administration and inspection.	
Presentations	Participates in public meetings; Occasional presentations to Committee	





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Senior Engineer

Progression Path: Senior Engineer, Engineering experience approximately 11+ years

Candidate Name: _____



Competency	Criteria	Readiness Level
Professional Designation	<u>P.Eng</u>	
Knowledge and Experience	Related university degree plus progressively responsible (broad scope) experience.	
Planning and Project Management	Prepare 1-3 yr overall plans and inputs into long range planning	
Engineering Designs	Prepares/reviews designs and drawings. Assumes professional responsibility for project integrity.	
Budgeting	Estimates costs and manages project budgets.	
Supervision	Supervises technical staff; Administers contracts with consultants and contractors.	
Consultant Selection	Leads/participates in the tender and consultant selection process.	
Project Control	Establishes monitoring programs and interpretation of monitoring results	
Technical Support	Researches and advises on technical issues.	
Contract Administration	Negotiates and approves consultant budget; Manages consulting and construction budget.	
Presentations	Conducts public meetings; Prepares and presents to various committees.	





Questions?

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