



## **CHANGE MANAGEMENT CONSULTANT**

### **Background:**

CYNKON, Inc. is an Edmonton based management consulting services firm that offers its services to the private, public and health sector.

Due to increasing demand of our services and a need to expand our service offering, we are looking for a seasoned Consultant to fill our vacant permanent position and join our team as a Change Management Consultant.

### **Scope of Work:**

The consultant will leverage their project management, change management, business analysis and IT knowledge and experience on key projects. The consultant will also utilize standard project management and change management methodologies and will be responsible for managing projects in time and within budget.

### **Skills:**

- Excellent facilitation experience, communication, and interpersonal skills.
- Solid analytical, problem solving and decision-making skills.
- Strong business acumen, action oriented and ability to multitask.
- Ability to develop stakeholder engagement analysis matrix.
- Ability to facilitate leadership alignment sessions.
- Ability to develop and implement change management strategies and plan.
- Ability to develop and implement communication strategies and plan.
- Ability to identify people impacts due to large-scale change initiatives.
- Ability to develop training strategies and plans to facilitate adoptions of new technology and processes.
- Strong understanding of Project Management, Business Analysis and System Delivery Lifecycle.
- Project leadership and organizational readiness support.
- Ability to develop organization redesign approached across business areas.
- Talent and workforce management.
- Strategy and operations management.
- Learning and development program design and delivery.



- Ability to develop competency frameworks.
- Ability to develop transition strategies and plan.
- Ability to develop knowledge & capability strategies and plans.
- Ability to develop IT system go-live strategies and plan.
- Business development experience and proven experience of building consulting business practices.
- Leadership development and 1:1 senior leader coaching.
- Experience required across health, public and private sectors.
- Experience across a range of consulting firms, small and large.

### **Roles and Responsibilities Include:**

- Developing and executing organizational change management plans to ensure a smooth transition of the workforce to future state, with minimal disruption to business.
- Developing communication and training strategies to facilitate adoption of the new technology and processes.
- Working with stakeholders to ensure leadership and stakeholder alignment.
- Developing organizational strategies in response to change impacts to address changes in roles and responsibilities, organization structure and culture.
- Providing support to the PMO and project leadership.
- Providing organizational readiness support.
- Facilitating client meetings and workshops to support change management efforts and build buy-in or proposed organization changes.
- Defining and developing project plans that shape the overall approach, implementation and sustainment of change management activities including the management of these activities.
- Participating in practice development activities including thought leadership and business development
- Facilitating the collection of business requirements and mapping out desired future state processes.
- Redesigning IT processes to be more effective and efficient.
- Developing the design of new IT operating models and supporting IT organization design.
- Developing IT strategies and supporting business cases for IT and Business transformation activities.

### **Qualifications:**



- Completed undergraduate degree in Information Systems, Psychology, Organizational Behaviour, Business Management, or related field.
- A master's or MBA in a related field is an asset.
- Change Management certification or any related IT certification is an asset.
- Business Analysis certification is an asset.
- Working experience of MS Project.
- A minimum of 5 - 7 years previous experience in Change Management and IT service delivery services.
- Proven track record of implementing large scale IT projects specifically in a project management or change management role.
- Excellent facilitation experience, communication, and interpersonal skills.
- Ability to work in a fast paced and demanding work environment.
- Possible Travel within Edmonton and other Cities with Alberta.

We offer the following in our search for an engaged employee looking to become part of a successful team:

- World class training programs
- Flexible work schedules
- Competitive Salary depending on experience.
- Yearly Performance Bonus

We would like to thank you for your interest. Please note that all submissions will be assessed. However, only suitable candidates will be contacted.

Please submit your most recent resume to [info@cynkon.com](mailto:info@cynkon.com) or fax to (780) 906-1449

Thanks

**Management**  
**CYNKON, Inc.**