



Employment Opportunity: Consultant

We need your help! Do you know of someone looking for a new employment opportunity in a human, out-of-the-ordinary, perfectly imperfect work environment that offers unique opportunities to accompany a variety of clients in developing their organization?

Let us know of your interest or share within your networks and help us find a consultant to join our team.

For over 30 years, PGF Consultants has been supporting organizations in establishing their strategies, growing their organizational vitality, developing their leadership, conducting feasibility studies and market research as well as managing projects. PGF sees service to its clients as a true partnership, a privileged relationship in which creativity, trust and collaboration are crucial to deliver results!

With the goal of contributing to the improvement of the performance of organizations and people, we provide our clients with multidisciplinary teams of experienced professionals who combine expertise and passion to ensure the success of the mandates entrusted to us.

Based in Ottawa, we operate across Canada (regularly in Nunavut) as well as on the international scene, particularly on the African continent.

We are currently staffing a full-time consultant position to join our team. Experience in consulting, strategic or operational planning would be an asset. We are also interested in candidates with experience in project management, organizational and individual support.

The selected candidate would ideally be available to join our team early in 2020. If you or someone you know fits this profile and holds a degree in Business Administration, Human or Organizational Development, Social Sciences or other relevant field we look forward to hearing from this person!

Job Description

- Responsible for assuming leadership in serving a variety of client mandates and interventions
- Advise clients and provide support in identifying potential avenues for future action, solutions and recommendations
- Facilitate planning and validation sessions or retreats
- Conduct individual or group interviews, lead working groups or roundtables
- Develop or update tools for facilitation, consultation, analysis or planning purposes like SWOT, SOAR, strategic or operational plans
- Carry out literature reviews, analyses and drafting of documents
- Develop work plans, timetables and manage budgets
- Contribute to the writing of proposals
- Member of a collaborative team that supports each other according to the needs of clients

Skills and Experience

- Experience in consulting or strategic or operational planning – additional experience in project management is an asset
- Ability to adapt to constant change and to work on different mandates simultaneously
- Autonomous and with the ability to identify and propose innovative solutions
- Interested in working in a team and on projects
- Committed to quality in service delivery and client relations
- Bilingual (oral and written), with proficiency in other languages an asset
- Able to find pleasure in fulfilling work!

Please send your letter of interest and CV to Mabel Sampson by January 5th 2020, via email to: msampson@pgf.ca

To learn more about us, please visit our website at www.pgf.ca