



**Senior Advisor, Public Affairs (20180085)**

Full-Time Temporary (12 months)

**Join one of the most innovative transportation agencies in the world and find more than just a job.  
Build a career in transportation and help keep Metro Vancouver moving!**

The South Coast British Columbia Transportation Authority (TransLink) is one of Canada's most innovative transportation authorities, founded in 1999 to plan and manage transportation within Metro Vancouver. We've achieved success not only in improving the transportation network of the region, but helping maintain the enviable lifestyle of residents and the viability of local businesses. TransLink and our family of companies (Coast Mountain Bus Company, B.C. Rapid Transit Company and Transit Police) are proud to be one of BC's Top Employers.

PRIMARY PURPOSE

Leads the development and implementation of research-driven engagements and consultation plans under the direction of Manager, involving customers and stakeholders on policies, plans and projects initiated by TransLink.

Engages with local, provincial and federal elected officials, government senior staff, business and community leaders to develop positive long term relationships to build partner support for TransLink initiatives.

KEY ACCOUNTABILITIES

- Develops and implements government relations strategies and plans related to local, provincial and federal matters that impacts TransLink to build awareness and political support for TransLink business plans and initiatives. Monitors, identifies and analyzes potential public reaction to policy and service issues with federal, provincial and local government policy developments and debates and recommends responses to them.
- Leads the development and implementation of engagement and consultation strategies and plans with stakeholder representatives and citizens for multi-jurisdictional policies, programs and projects including capital and planning as identified from Board approved consultation principals.
- Identifies and establishes strategic relationships that publicly align government and other key stakeholders' transportation priorities with TransLink corporate priorities. Maintains external leads and contacts ensuring adequate communication with the contacts on a regular basis, to proactively address areas of concern and leverage areas of alignment to promote and enhance public and political support for TransLink projects.

- Provides insight into development of TransLink's corporate government relations strategy through consultation with others department and across divisions; identifies areas of consistent support and areas of focus or priority of effort; ensures common understanding of current issues, activities and key messages. Provides strategic advice and counsel to TransLink in support of their stakeholder outreach initiatives.
- Represents TransLink and/or facilitates meetings and interactions between TransLink senior staff and elected officials at all levels of government. Presents at local government council meetings and supports other departments for council meetings. Leads discussions and focus groups for communities including members of the public, elected members and other assigned TransLink employees. Consolidates the findings and observations and shares with the team to provide adequate response to members of the public / elected members where requested.
- Plans and coordinates fulfillment of all legal/regulatory requirements for public consultation and ensures tracking of value-based key performance indicators to measure success for public consultation activities. Collects, analyzes and reports out on consultation feedback to help identify issues of concern, better inform project decision-making to ensure transparent stakeholder involvement.
- Leads the development and implementation of project-specific stakeholder communications to target TransLink's messages and promotes mutual understanding and sustainable decision-making between TransLink and its impacted stakeholders. Supports issue response activities as pertains to communications with project stakeholders.
- Provides people management to the staff such as guidance, advice, mentoring, selection, training, coaching, development and performance management. Monitors the work of third-party contractors and consultants, including contract administration.

#### Education and Experience

The requirements for this job are acquired through a university degree in Political Science, Intergovernmental Affairs, Local Government Administration, Communications, Consultation or Planning plus five (5) years' of progressive experience in a crown corporation/government relations environment working closely with key stakeholders. Successful completion of the Foundations in Public Participation training program through the International Association of Public Participation (IAP2) is preferred.



Other Requirements:

- Advanced knowledge of processes, principles, theories and practices of politics and government administration with basic understanding of the transportation industry and how it might and/or will impact key stakeholders and the public.
- Excellent understanding of municipal administration, political processes and political sensitivities, issues management with a demonstrated track record of positive relationships with a wide variety of politicians, senior staff, community leaders and decision makers.
- Advanced written and oral communications skills, with an emphasis on strategic planning, briefing writing and public speaking with solid time-management and project management skills.
- Advanced interpersonal and relationship building skills with strong ability to perform on tight deadlines while handling confidential information of the stakeholders
- Solid knowledge of the principles, theories, concepts and practices of the stakeholder relations/ public consultation field and related functions.
- Solid critical thinking and analytical skills with demonstrated judgment and decision-making.
- Strong working knowledge of standard office software

**For Further Information and How to Apply** - Please go to <http://www.translink.ca/careers> to apply for this position and view instructions on the process.

**Recruitment Process:** An applicant will be required to demonstrate their suitability for this position by meeting the minimum level of qualifications and experience in order to be invited into the selection process. A standard interview format will be used including general, scenario and behavioural descriptive interview questions.

**Work Schedule:** 37.5 hours per week.

**Location:** Sapperton, New Westminster

**Full/Part-Time:** Full-Time Regular

**Number of Available Positions:** 1

**Salary Range:** CAD 74,139 – CAD 92,674 per year

TransLink is committed to employment equity.

