

Page 001 to/à Page 002

Withheld pursuant to/removed as

s.3

**Bond, Shirley B JTST:EX**

---

**Full Name:** Marc von der Gonna  
**Last Name:** von der Gonna  
**First Name:** Marc

**Home:** s.22  
**Mobile:**

**M**<sup>s.22</sup> **Von Der Gonna**

s.22

**Summary Of Screened In Applicants - REQ 28854**  
*BUS LEAD - Regional Economic Development Manager*

	Applicant Name	ADVANCE TO WRITTEN	Applied Previously?	City	Email Address	Primary Phone Number	Current BC Gov Job Title	Applicant's Current Ministry
1	s.22							
2								
3								
4								
5								
6								
7	Marc von der Gonna	YES	s.22					
8	s.22							
9								
10								
11								



Page 006

Withheld pursuant to/removed as

s.3

Page 007 to/à Page 075

Withheld pursuant to/removed as

s.22

Page 076 to/à Page 077

Withheld pursuant to/removed as

s.3

Page 078 to/à Page 079

Withheld pursuant to/removed as

s.22

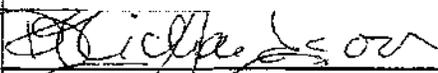
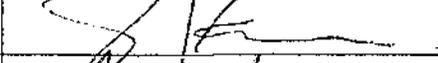
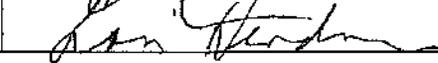
# RATING GUIDE

REGIONAL ECONOMIC DEVELOPMENT MANAGER  
 REGIONAL ECONOMIC OPERATIONS  
 NORTH COAST REGION

JOB REQUISITION: 28854

**Classification:** Business Leadership

**Location:** Terrace, BC

<b>Competencies Assessed</b>	s.22 Score
<i>(Note knowledge, competency, skill or ability factor being assessed and identify assessment exercise/ test/ question used.)</i>	<i>(Max pts)</i>
<b>Competencies, Skills / Ability to:</b>	
Written	20
Why are you the best candidate? (Q.1)	5
Competency – Results Focus (Q.2)	10
Competency – Service Orientation (Q.3)	10
Competency – Engaging External Partners (Q.4)	10
Competency – Initiative (Q.5)	10
Competency – Decisive Insight (Q.6)	10
Ability to problem solve/identify solutions (Q.7)	15
Knowledge of Region question (Q.8)	10
<b>Total Score: (Rank)</b>	<b>100</b>
Min Pass Score / Qualify (Y/N) (70%) = 70	
<b>Past Work Performance</b>	
Min Pass Score or Pass / Fail (Y/N)	
<b>Eligibility List for North Coast Region (Y/N)</b>	
<b>TOTAL POINTS</b>	
<b>SUCCESSFUL CANDIDATE</b>	
Order of Eligibility List (if applicable)	
Panel Chair: Dale Richardson	
Panel Member: Sarah Fraser	
Panel Member: Lori Henderson	

Candidate: **Marc von der Gonna**

Regional Economic Development Manager North Coast Region  
 Business Leadership Job Requisition #: 28854

**WRITTEN ASSIGNMENT RATING GUIDE**

s.3

CRITERIA	Point Value	Score
Demonstrated understanding of task: <ul style="list-style-type: none"> <li><input type="checkbox"/> strong research and analytical skills applied</li> <li><input type="checkbox"/> well thought out and key information covered</li> <li><input type="checkbox"/> followed instructions accurately</li> </ul>	5	s.22
Content: <ul style="list-style-type: none"> <li><input type="checkbox"/> clear, direct, concise writing style, providing adequate detail</li> <li><input type="checkbox"/> all necessary information identified and articulated, easily understood</li> <li><input type="checkbox"/> correct vocabulary and language usage</li> <li><input type="checkbox"/> accurate style and appropriate tone</li> <li><input type="checkbox"/> grammatically correct</li> </ul>	5	
Document format: <ul style="list-style-type: none"> <li><input type="checkbox"/> information logically organized, presented in reasonable sequence</li> <li><input type="checkbox"/> key points highlighted</li> <li><input type="checkbox"/> effective briefing note layout</li> </ul>	10	
<b>TOTAL POINT VALUE</b>	<b>20</b>	

Additional Comments:

s.22

## Reference Check Template

---

Requisition #: 28854

Applicant Name: Marc von der Gonna

Date: November 26, 2015

Conducted by: Dale Richardson

Reference Name <sup>s.22</sup>

Reference Phone <sup>s.22</sup>

---

I'm calling to conduct a reference check for **Mark von der Gonna**, who is being considered for the Regional Manager position in the Regional Economic Operations Branch, MJTST.

The reference check will take approximately 20-30 minutes to complete – is that okay with you?

*The position of Regional Economic Development Manager is one of 11 such positions in every region of the province that provides direct front-line services and supports to communities, economic development organizations and businesses. The Regional Manager for the North Coast Region will report to **Dale Richardson**, the Director for the **Northern** region. The Regional Manager is the senior ministry representative in the region and is the primary contact for investors, businesses, local governments, First Nations, and others. They are responsible for successfully implementing Ministry and cross-government initiatives related to the economic goals of the region in collaboration with regional stakeholders.*

*The work the Regional Economic Operations Branch does in the regions is varied, often involves short turnaround times, and always requires tact and discretion. The ideal Regional Manager is one who:*

- *Is above all else a good communicator – has excellent written communication skills, can give presentations to internal and external groups*
- *has very good interpersonal skills and is able to build effective working relationships with a wide range of regional stakeholders*
- *is equally comfortable working cooperatively as part of a team, and taking the initiative to move projects forward independently, and is able and willing to take direction*
- *is a self-starter with a deliverables orientation – can deliver to deadlines*
- *is able to adapt to change - can switch gears quickly in response to changing circumstances and direction*

**Important to mention:** Please note that this reference will be used in the overall evaluation of the candidate and will affect the final rating. The information you provide can be given to the candidate, in full or part, should it be requested under the *Freedom of Information and Protection of Privacy Act*.

Page 083 to/à Page 087

Withheld pursuant to/removed as

s.22

# Reference Check Template

Overall Rating Summary	
Question and Factor you are assessing	Score
<i>Question 1. Results orientation</i>	Pass
<i>Question 2. Engaging external partners</i>	Pass
<i>Question 3. Initiative</i>	Pass
<i>Question 4. Sound judgement</i>	Pass
<b>Final Score (Pass/Fail)</b>	

## Reference Check Template

---

Requisition #: 28854

Applicant Name: Marc von der Gonna

Date: November 26, 2015

Conducted by: Dale Richardson

Reference Name: <sup>s.22</sup>

Reference Phone <sup>s.22</sup>

---

I'm calling to conduct a reference check for **Mark von der Gonna**, who is being considered for the Regional Manager position in the Regional Economic Operations Branch, MJTST.

The reference check will take approximately 20-30 minutes to complete – is that okay with you?

*The position of Regional Economic Development Manager is one of 11 such positions in every region of the province that provides direct front-line services and supports to communities, economic development organizations and businesses. The Regional Manager for the North Coast Region will report to **Dale Richardson**, the Director for the **Northern** region. The Regional Manager is the senior ministry representative in the region and is the primary contact for investors, businesses, local governments, First Nations, and others. They are responsible for successfully implementing Ministry and cross-government initiatives related to the economic goals of the region in collaboration with regional stakeholders.*

*The work the Regional Economic Operations Branch does in the regions is varied, often involves short turnaround times, and always requires tact and discretion. The ideal Regional Manager is one who:*

- *Is above all else a good communicator – has excellent written communication skills, can give presentations to internal and external groups*
- *has very good interpersonal skills and is able to build effective working relationships with a wide range of regional stakeholders*
- *is equally comfortable working cooperatively as part of a team, and taking the initiative to move projects forward independently, and is able and willing to take direction*
- *is a self-starter with a deliverables orientation – can deliver to deadlines*
- *is able to adapt to change - can switch gears quickly in response to changing circumstances and direction*

**Important to mention:** Please note that this reference will be used in the overall evaluation of the candidate and will affect the final rating. The information you provide can be given to the candidate, in full or part, should it be requested under the *Freedom of Information and Protection of Privacy Act*.

Page 090 to/à Page 094

Withheld pursuant to/removed as

s.22

# Reference Check Template

Overall Rating Summary	
Question and Factor you are assessing	Score
<i>Question 1. Results orientation</i>	
<i>Question 2. Engaging external partners</i>	
<i>Question 3. Initiative</i>	
<i>Question 4. Sound judgement</i>	
<b>Final Score (Pass/Fail)</b>	



December 8, 2015

File:1385-20/von der Gonna  
1665-20/28854

Marc von der Gonna  
s.22

Dear Marc von der Gonna:

**Re: BC Public Service Competition No. # 28854  
Regional Manager, North Coast (Terrace)  
Position 00090568, Paylist #125-3004  
Regional Economic Operations Branch, Economic Development Division  
Ministry of Jobs, Tourism & Skills Training**

---

### **Appointment**

Further to your interview, I am pleased to offer you the above noted appointment. This appointment is effective on January 4, 2016. Unsuccessful employee applicants may request a review of this staffing decision.

### **Salary**

The current salary range for this appointment is \$72,098 to \$84,560 annually. Your salary upon appointment will be \$3,241.18 bi-weekly / \$84,560 annually. Upon successful completion of your probationary period of 913 hours, and with a satisfactory performance rating, your salary may be reviewed for the purpose of an incremental raise of up to 2%.

This salary represents the Business Leadership classification of the Management Compensation Framework.

### **Supervision**

Your supervisor will be Dale Richardson, Regional Director – North Coast.

### **Probationary Period**

You will be subject to a probationary period of 913 hours at straight time which is equivalent to six (6) months of full-time employment, following which you will be recommended for confirmation provided that your performance is satisfactory.

### **Relocation Allowance**

I am pleased to be able to offer you up to \$7,850.00 to assist you with relocation costs. I would also like to offer travel expenses to help you with house hunting of up to 3 days plus reasonable travel and living expenses while on relocation. Expenses will be reimbursed as per our current travel expense policies. These can be found at [http://www.fin.gov.bc.ca/ocg/fmb/manuals/CPM/10\\_Travel.htm#1037](http://www.fin.gov.bc.ca/ocg/fmb/manuals/CPM/10_Travel.htm#1037).

We are also able to offer limited living expenses for the first few weeks of your employment and I am happy to discuss the details with you.

You will be required to repay, on a pro-rated basis, any money paid to you for house hunting and relocation if you resign from the Public Service of British Columbia within the two-year period immediately following relocation [http://www2.gov.bc.ca/local/myhr/documents/pay\\_reimbursements/relocation\\_assistance\\_house\\_hunting\\_expense\\_report\\_assignment\\_of\\_wages\\_agreement.docx](http://www2.gov.bc.ca/local/myhr/documents/pay_reimbursements/relocation_assistance_house_hunting_expense_report_assignment_of_wages_agreement.docx)

### **Terms and Conditions**

You will be excluded from union or association membership. The terms and conditions of your employment are available at [http://www2.gov.bc.ca/myhr/content\\_hub.page?ContentID=9430c0ca-3f1f-6d6c-82eb-fffd7a99cb29](http://www2.gov.bc.ca/myhr/content_hub.page?ContentID=9430c0ca-3f1f-6d6c-82eb-fffd7a99cb29).

As a new employee, I encourage you to review the 'Resources for New Employees' on MyHR [http://www2.gov.bc.ca/myhr/content\\_hub.page?ContentID=3a75ae8c-0c72-4d23-ea4b-52606fb4db1e](http://www2.gov.bc.ca/myhr/content_hub.page?ContentID=3a75ae8c-0c72-4d23-ea4b-52606fb4db1e). There are also certain documents necessary to commence payroll and others that are required as a condition of employment. The documents and instructions for completing and submitting them are available through the following website: <http://www2.gov.bc.ca/myhr/article.page?ContentID=3f0068d1-dcc3-ef82-dde3-61abd3d5e082>. Please complete and submit these documents as directed as quickly as possible after your start date to ensure timely payroll processing.

The *Public Service Act* requires that you swear or affirm an oath of employment. Details on how and where to complete the oath of employment are located on MyHR at <http://www2.gov.bc.ca/myhr/article.page?ContentID=79d4bcff-e4fd-5fc6-7bd6-dd37959ad430>.

### **Criminal Record Check**

As the duties of this position meet the requirements of the Security Screening Policy, a check must be completed. Please go to [http://www2.gov.bc.ca/local/myhr/documents/jobs\\_hiring/consent\\_for\\_disclosure\\_of\\_criminal\\_record\\_information.pdf](http://www2.gov.bc.ca/local/myhr/documents/jobs_hiring/consent_for_disclosure_of_criminal_record_information.pdf) for the Consent for Disclosure of Criminal Record Information Form. Complete this form and return it to [Shirley.Nelson@gov.bc.ca](mailto:Shirley.Nelson@gov.bc.ca) as soon as possible. This offer of employment is subject to a satisfactory outcome of this search.

During your employment with the BC Public Service, you will be required to notify the Personnel Security Screening Office (Call 1-855-587-0185 and select the menu option for self-

reporting an incident) in the event that you are arrested, charged or convicted of any criminal offence.

**Acceptance**

Your acceptance of this offer confirms your understanding of and agreement to comply with the Standards of Conduct for Public Service Employees. The Standards of Conduct documents are available on MyHR at <http://www2.gov.bc.ca/myhr/article.page?ContentID=45bf7662-adf9-8a5f-74f1-657fedd69edf>.

Kindly endorse where indicated below to confirm your acceptance of this offer. Feel free to contact Dale Richardson, Regional Director ([Dale.Richardson@gov.bc.ca](mailto:Dale.Richardson@gov.bc.ca) / 250 624-7499) if you have any questions.

I wish you success and look forward to working with you.

Yours truly,



Sarah Fraser  
Executive Director, Regional Operations Branch

CC: Scan and submit a copy via [AskMyHR](#) for PeopleSoft entry  
Dale Richardson, Regional Director – North Coast

I **accept** \_\_\_\_\_ Date: \_\_\_\_\_  
Marc von der Gonna

I **decline** \_\_\_\_\_ Date: \_\_\_\_\_  
Marc von der Gonna

reporting an incident) in the event that you are arrested, charged or convicted of any criminal offence.

**Acceptance**

Your acceptance of this offer confirms your understanding of and agreement to comply with the Standards of Conduct for Public Service Employees. The Standards of Conduct documents are available on MyHR at <http://www2.gov.bc.ca/myhr/article.page?ContentID=45bf7662-adf9-8a5f-74f1-657fedd69edf>.

Kindly endorse where indicated below to confirm your acceptance of this offer. Feel free to contact Dale Richardson, Regional Director ([Dale.Richardson@gov.bc.ca](mailto:Dale.Richardson@gov.bc.ca) / 250 624-7499) if you have any questions.

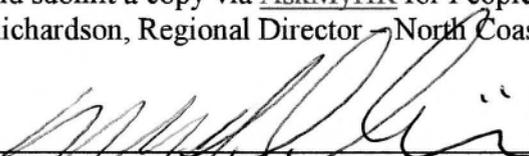
I wish you success and look forward to working with you.

Yours truly,



Sarah Fraser  
Executive Director, Regional Operations Branch

CC: Scan and submit a copy via [AskMyHR](#) for PeopleSoft entry  
Dale Richardson, Regional Director - North Coast

I accept  Date: Dec. 10/15  
Marc von der Gonna

I decline \_\_\_\_\_ Date: \_\_\_\_\_ Page 99 of 131 JTI-2016-60385  
Marc von der Gonna

**Candidates to be interviewed - REQ 28854**  
*BUS LEAD - Regional Economic Development Manager*

	Applicant Name	ADVANCE TO INTERVIEW	REASON	City	Email Address	Primary Phone Number	Current BC Gov Job Title	Applicant's Current Ministry
1	s.22							
2								
3								
4								
5								
6	Marc von der Gonna	YES	s.22					
7	s.22							
8								
9								
10								
11								

Page 101

Withheld pursuant to/removed as

DUPLICATE

Job Title: Regional Manager, North Coast

06-Nov

REQ #28854

Classification: BL

Branch/Ministry: JTST - Economic Development Division/Regional Economic Operations

QUALIFICATIONS DEMONSTRATED

#	Print Batch Page	Candidate	BC Gov Employee	Location	University degree, certificate or college diploma, or an equivalent combination of education and experience	Demonstrated experience in leading/conducting sector and stakeholder consultation	Experience leading multi-party discussions to resolve issues	Experience building strategic partnerships and facilitating the development of collaborative relationships	Experience managing complex projects	Preference may be given to candidates with 5 or more years of relevant experience	Preference will be given to applicants with 2 or more years of experience working in community or economic development in a local or regional setting	DR	LH	SF	Comments
1	s.22														
2															
3															
4															
5															
6															



s.22

4

5

6

7

8

9

10

11

s.22

12

13

14

15

**From:** s.22  
**To:** [Quigley, Shanna JTST:EX](mailto:Quigley,Shanna.JTST:EX)  
**Subject:** RE: REQ 28854 North Coast (Terrace) Regional Manager Competition  
**Date:** Wednesday, November 18, 2015 8:20:19 AM

---

s.22

---

**From:** Quigley, Shanna JTST:EX [mailto:[Shanna.Quigley@gov.bc.ca](mailto:Shanna.Quigley@gov.bc.ca)]

**Sent:** November-17-15 9:05 AM

**To:** s.22

**Subject:** REQ 28854 North Coast (Terrace) Regional Manager Competition

Good morning Marc,

Congratulations on advancing to the interview stage of the competition. Please be advised your interview has been confirmed for **Tuesday, November 24, 2015 @ 11:00 am** via Skype.

**Please provide your Skype user name before 12pm on Wednesday, November 18, 2015.** I will schedule a SKYPE test date on Thursday, November 19, 2015 that will take a few minutes to confirm connection. The panel will connect to Skype using the contact information you provide. In the event that a Skype connection is not possible at the time of the interview, we will conduct the interview by teleconference. **Please provide a number you can be reached at.**

The interview will be 60 minutes and will consist of:

1. A 10 minute presentation based on the written exercise (to prepare for the presentation, the details will be emailed to you 48 hours in advance of your interview)
2. Competency and skill/ability based questions (to prepare for the interview, the questions will be emailed to you 15 minutes prior to your interview)

Interview Schedule:

**TIME** 15-minutes to review questions that will be emailed to you (**please confirm the address the email should be sent to**)

**TIME** 10-minute presentation

**TIME** 50-minute Interview

Please provide 3 business references to me ([Shanna.Quigley@gov.bc.ca](mailto:Shanna.Quigley@gov.bc.ca) ) by email before your scheduled interview date.

If you have any questions, please contact me ([Shanna.Quigley@gov.bc.ca](mailto:Shanna.Quigley@gov.bc.ca) ) or at 250-952-6475.

Thank you for participating in the hiring process.

Best of luck!

**Shanna Quigley**

Regional Economic Operations Branch Coordinator

Economic Development Division, Ministry of Jobs, Tourism & Skills Training

7<sup>th</sup> Floor, 1810 Blanshard Street, Victoria, BC V8W 9T2

250-952-6475 office

**From:** [Richardson, Dale B JTST:EX](#)  
**To:** s.22  
**Cc:** [Quigley, Shanna JTST:EX](#)  
**Subject:** REQ 28854 North Coast Regional Manager Competition  
**Date:** Friday, November 13, 2015 2:46:26 PM

---

Re: REQ 28854 North Coast (Terrace) Regional Manager Competition

Good Afternoon Marc,

Congratulations on advancing to the interview stage of the competition. Shanna Quigley will contact you next week to confirm an interview time.

Regards,

Dale

**Dale Richardson**

Director, Regional Economic Operations  
Ministry of Jobs, Tourism & Skills Training  
(250) 624-7499 Office  
(250) 631-2959 Cell  
<mailto:dale.richardson@gov.bc.ca>

Page 108 to/à Page 115

Withheld pursuant to/removed as

s.3

**From:** s.22  
**To:** [Quigley, Shanna JTST:EX](mailto:Quigley,Shanna.JTST:EX)  
**Subject:** RE: North Coast Regional Manager position -Requisition #28854 - written assignment  
**Date:** Wednesday, November 11, 2015 4:32:00 PM  
**Attachments:** WRITTEN ASSIGN TEMPLATE REQ28544 MAV.docx

---

Hi Shanna,

Please find attached my completed assignment.

Thanks, Marc von der Gonna

-----Original Message-----

**From:** Quigley, Shanna JTST:EX [<mailto:Shanna.Quigley@gov.bc.ca>]  
**Sent:** November-10-15 10:21 AM  
**To:** s.22  
**Subject:** North Coast Regional Manager position -Requisition #28854 - written assignment

Good morning Marc,

Please find attached the written assignment and the reference material required to complete the assignment. Reply to this email with your completed assignment attached by 11:59 pm PST Wednesday November 11.

You will be assessed on your use of grammar, punctuation, writing skills, analysis and content.

Please limit your response to 2 pages.

Thank you and good luck!

Shanna Quigley  
Regional Economic Operations Branch Coordinator Economic Development  
Division, Ministry of Jobs, Tourism & Skills Training 7th Floor, 1810  
Blanshard Street, Victoria, BC V8W 9T2  
250-952-6475 office

# Terrace – Regional Manager – REQ. # 28854 – Interview Schedule

Applicant Name	City	Email Address	Primary Phone Number	Skype Interview	Skype Contact Details
		Send questions 15 minutes prior to start time of interview		Monday, November 23, 2015	

s.22

				Tuesday, November 24, 2015	
--	--	--	--	----------------------------	--

s.22

Marc von der Gonna	s.22				
--------------------	------	--	--	--	--

s.22

Page 118 to/à Page 122

Withheld pursuant to/removed as

s.22

# Job Qualifications Grid

## Applicant Instructions:

1. In addition to your application submitted using the BC Public Service Recruitment System, you must submit the completed qualifications grid no later than **11:59pm PST on Tuesday, November 3, 2015** to [Shanna.Quigley@gov.bc.ca](mailto:Shanna.Quigley@gov.bc.ca) . **You must email completed qualifications grid by the stated deadline in order to be considered further in this competition.**
2. Clearly show how you demonstrate the essential and desirable qualifications (i.e. Education, Experience and/or Occupational Certification) for the initial screening through your resume, and job qualifications grid. It is NOT sufficient to only state that the qualifications are met or to provide a listing of current or past responsibilities. Rather you must clearly demonstrate **HOW**, **WHEN**, and **WHERE** the qualification was met through substantiation by examples. Information on your described skills, experience, etc. provided in a job qualifications grid should be supported by your resume. **Failure to provide the above information in the format required may result in your application being rejected from the process.**
3. Qualifications Grid is not intended to be a duplication of your resume, rather it is to enhance the information in your resume. **See the example showing the level of detail required of your responses:**

Minimum 1 year experience giving presentations to a wide variety of audiences

While working at (company name) as (job title) from (date) until (date) I have developed presentation materials and delivered presentations weekly to an audience ranging from 20 to 100. In my current role as (Job title) with (company name) I am responsible for delivering training and presentations to internal audiences of up to 30 employees. I deliver 2-3 presentations per month. In my current role I deliver presentations and training to staff and management at all levels from entry level to executive level management.

s.22

Page 124

Withheld pursuant to/removed as

s.22

**From:** [MYHR PSA:EX](#)  
**To:** [Nelson, Shirley D ITST:EX](#)  
**Subject:** [REQ 7004\\_28851 - BUS LEAD - Regional Manger, North Coast - Offer/Regret Form Received](#) s.15  
**Date:** Wednesday, December 23, 2015 11:52:20 AM

---

Hello Shirley,

s.22

We believe your request is now complete, however if you identify any outstanding issues please let us know by responding to this email. This will automatically re-open your request. It helps us to serve you better if you quote your reference number s.15 in the response.

To track, update or review your service requests and history, visit AskMyHR at [www.gov.bc.ca/myhr/contact](http://www.gov.bc.ca/myhr/contact). Please note that AskMyHR has been set-up to replace [MyHR@gov.bc.ca](mailto:MyHR@gov.bc.ca).

Should you wish to speak with us, please call 1-877-277-0772, press option 2 and quote your reference number s.15

Thank you,

Jessica Stevenson  
HR Admin Coordinator  
BC Public Service Agency together with TELUS Sourcing Solutions Inc.

Thank you for contacting the BC Public Service Agency.

Visit [AskMyHR](#) to create, update or track your service requests.

**From:** [Richardson, Dale B JTST:EX](#)  
**To:** [Nelson, Shirley D JTST:EX](#)  
**Cc:** [Quigley, Shanna JTST:EX](#)  
**Subject:** RE: Terrace competition  
**Date:** Friday, December 11, 2015 1:09:59 PM

---

Hi Shirley,

Here are the details re who withdrew:

s.22

s.22 I have completed one reference check this morning and have a second scheduled for 4:00 this afternoon.

s.22

Please let me know if you need any additional information Shirley.

Regards,

Dale

**Dale Richardson**

Director, Regional Economic Operations  
Ministry of Jobs, Tourism & Skills Training  
(250) 624-7499 Office  
(250) 631-2959 Cell  
<mailto:dale.richardson@gov.bc.ca>

---

**From:** Nelson, Shirley D JTST:EX  
**Sent:** Friday, December 11, 2015 12:58 PM  
**To:** Richardson, Dale B JTST:EX; Quigley, Shanna JTST:EX  
**Subject:** Terrace competition

Hi there, can tell me who withdrew from this competitor s.22 It would be anyone who did not submit their written and/or have indicated that they are withdrawing for another reason. These folks will not get a regret letter so I need to put this in my request to the PSA when issuing the regrets. Also, to confirm, I will put s.22 for up to 1 year – Dale, have you completed reference checks for s.22 and you're ok with them? Also, you may have already told me but to confirm, are you aiming for s.22 or ? We can finalize this letter when we confirm the appointment but if you could give me a ballpark, that would be great.

Much appreciated.

**Shirley Nelson**

Business Manager, Assistant Deputy Minister's Office  
Economic Development Division | Ministry of Jobs, Tourism & Skills Training  
1810 Blanshard Street, Victoria, BC  
Office Phone: 250-387-6079 Email: [Shirley.Nelson@gov.bc.ca](mailto:Shirley.Nelson@gov.bc.ca)  
Cell Phone: 250-896-8822  
[www.gov.bc.ca/economicdevelopment](http://www.gov.bc.ca/economicdevelopment)

**From:** [Fraser, Sarah W JTST:EX](#)  
**To:** s.22  
**Cc:** [Richardson, Dale B JTST:EX](#); [Quigley, Shanna JTST:EX](#); [Nelson, Shirley D JTST:EX](#)  
**Subject:** Offer letter  
**Date:** Tuesday, December 8, 2015 9:16:45 PM  
**Attachments:** [Offer Letter von der Gonna Terrace RM.pdf](#)  
[ATT00001.txt](#)

---

Marc,

I spoke too soon about the delay it would seem. I am really happy to provide you with the offer letter. We have a great team and I was sent the final letter back for my signature this evening. Please review, if you have any questions please email or call either Dale or myself, and then sign and return to me.

**From:** [Richardson, Dale B JTST:EX](#)  
**To:** [Quigley, Shanna JTST:EX](#)  
**Cc:** [Henderson, Lori JTST:EX](#); [Fraser, Sarah W JTST:EX](#); [Nelson, Shirley D JTST:EX](#)  
**Subject:** 8 Candidates to be interviewed for Terrace REQ28854  
**Date:** Thursday, November 12, 2015 2:36:15 PM

---

Hi Shanna,

I have graded the written assignments and we have eight candidates who will move on to the presentation and interview: [I:\REO\\_ADMIN\Staffing, Recruitment, and Competitions \(1665\)\Competitions\2015 Competitions\Competition REO-28854 Terrace\5 - Summary List of Applicants\INTERVIEW CANDIDATES\\_REQ 28854.xlsx](#). 11 candidates made it to the written assignment. Of these, two did not submit written assignments and one did not pass the written.

**Interview Candidates**

1. s.22
- 2.
- 3.
- 4.
- 5.
6. Marc von der Gonna
- 7 s.22
- 8

**Next Steps**

Once I have reviewed the candidates list with Lori Friday afternoon, I will give you the go ahead to inform the interviewees and begin scheduling Skype interviews for November 23-24. We should be able to comfortably interview 4 candidates on November 23, and 4 candidates on the 24<sup>th</sup>.

Thank you,

Dale

**Dale Richardson**

Director, Regional Economic Operations  
Ministry of Jobs, Tourism & Skills Training  
(250) 624-7499 Office  
(250) 631-2959 Cell  
<mailto:dale.richardson@gov.bc.ca>

**From:** [Richardson, Dale B JTST:EX](#)  
**To:** [Quigley, Shanna JTST:EX](#)  
**Cc:** [Henderson, Lori JTST:EX](#); [Fraser, Sarah W JTST:EX](#); [Nelson, Shirley D JTST:EX](#)  
**Subject:** Summary of screened in candidates  
**Date:** Thursday, November 5, 2015 3:05:26 PM  
**Attachments:** [APPLICANTS REQ 28854.xlsx](#)

---

Hi Shanna,

At this point, the [summary of screened in candidates](#) has 12 candidates,<sup>s.22</sup>

Lori and I may have a chance to meet tomorrow morning to finalize this list and once that has happened I will ask that you send the “congrats, you’re going to the written” email out.

Dale

**Dale Richardson**

Director, Regional Economic Operations  
Ministry of Jobs, Tourism & Skills Training  
(250) 624-7499 Office  
(250) 631-2959 Cell  
<mailto:dale.richardson@gov.bc.ca>

Page 130 to/à Page 131

Withheld pursuant to/removed as

DUPLICATE