Ministry of Housing & Social Development
Engagement and Workforce Development
Our Mission and Vision:

To build organizational, leadership and effectiveness by promoting
workforce adaptability and accountability through:

- collaborating with our stakeholders
- developing and implementing tools and resources
- education & communication
- celebrating successes

This results in an effective, engaged, values driven workforce that exhibits leadership at every level

Workforce Planning	Org Development	Employee Development	Engagement
Establish "where we are" and provide strategic direction and a framework for workforce and organizational development	*Develop and implement organizational development strategies and programs that facilitate our workforce planning framework*	*Provide ministry specific learning and development initiatives to facilitate quality service delivery to all our clients*	*Develop corporate communication strategies and maintain the infrastructure that supports informing and engaging staff, clients and stakeholders*
- Vacancy & Position Management (STOB 50) - Targeted WF Plan - Enhanced WES reporting - New WFS council	- Culture of Recognition - Redefined RB's - Performance Management (corp)	- ICM - Establish partnership w/Learning centre	- Proactive vs reactive (be more strategic, employee engagement) - Executive Communicatioonos - ICM

Business Supports:
- Synergies across organization - integration of WF Planning and Communications
- Keep Machine running
- Do more with less

Workforce Planning 10/11 Vision & Actions	Org Development 10/11 Vision & Actions	Employee Development 10/11 Vision & Actions	Engagement 10/11 Vision & Actions
An " excellent" rating for our 11/12 Workforce Plan *WF Plan integrated with other key MHSD plans* *Increased WES participation* *Balanced STOB 50 Budget*	*Integrated Leadership Development* ***Culture enhancement in Review Boards, Recognition and Performance Management***	***Successful implementation of Phase 1 ICM*** *Strong partnerships with PSA Learning Centre* *Enhanced core training programs* *Enhanced Multi Media capacity*	*Strategic communications planning and delivery (pro-active vs reactive)* *Increased employee engagement through effective communications* ***Our leaders have the right information at the right time*** *Corp Communications staff "making a difference"*
• Active participation/leadership on WFSC • Ministry specific marketing strategy for WES • Timey and more thorough WES evaluation and reporting • Effective process to manage STOB 50 • Collaboration with Ministry Planning Group (Kashi)	• Marketing and communications strategy for refined RB process • Support and promote corporate Perf Management Strategy • Develop and market a culture forming process (including strategies/tools/resources) that will support an innovative and sustainable culture of recognition. • Enhanced utilization of RB data • Evaluation of Leadership development programs, integrate with PSA and expand scope for MHSD	• Fully participate, become business training experts for ICM phase 1 • Build collaborative programs with PSA Learning Centre • Implement and evaluate targeted mentoring programs • Build on current multi-media infrastructure and determine gaps, enhance expertise in Victoria • Establish process (including resources) to maintain and enhance core training programs	• Develop and implement an Executive Communications Strategy i.e. Sharepoint, ED Committee, tools and resources • Lead an MHSD internal communications council • Implement a Strategic Communications Framework • Review and streamline existing processes and protocols for internal/external communications • Explore ways to interact with all staff – connect leadership to the ee

Business Supports:

Business synergies across the branch

• Integration of WF Planning, LS and Communications admin functions
• Enhanced PAC Leader Processes

Project/Initiative	Business Stream	Lead	Comments
Ministry Vision/Goals roll out	Com	Kathy	
LWS - MSD & Ministry	Com	Kathy	
Diversity Strategy	Com	Kathy	
T&T Internet Strategy	Com	Kathy	
EWD Career Pathing/ NEO	Com	Justiin	

Project/Initiative	Business Stream	Lead	Comments
The Loop Phase - Phase2, regional content transition	Com	Justin	
Forms Transition	Com	Kathy	
Lean	Com	Kathy	
Stakeholder Engagement(Client Servcie/Channel Strategy/Policy Reform	Com	Kathy	
Managers Communicators Resource	Com	Kathy	
EAW Coach/Training supports	ED	Elaine	

Project/Initiative	Business Stream	Lead	Comments
EAW Core Training Strategy	ED	Elaine	
Informal Learning Strategy	ED	Elaine	
MVP (new Exec Engagement Strategy)	ED	Elaine	
Book 24/7 - Leadership Channel	ED	Elaine	
RCY	ED	Elaine	
Long Term Training Strategy for EAW's	ED	Elaine	
Diversity Module: Core Training	ED	Elaine	

Projects

Project/Initiative	Business Stream	Lead	Comments
L&L Computer Training	ED	Elaine	
Decision Making Training	ED	Elaine	
Group Mentoring	ED	Elaine	
PWD Recruitment	OD	Pia	
Abo Recruitment	OD	Pia	
Business Leadership Program	OD	Pia	

Project/Initiative	Business Stream	Lead	Comments
Leaders Network	OD	Pia	
ISW Next Steps	OD	Pia	
Reviews Boards - 12/13	OD	Pia	
Facilitators Inventory re launch	OD	Pia	
Ministry/PSA Supervsior Cert Program Integration	OD	Pia	
Supervisor QAP	OD	Pia	

Project/Initiative	Business Stream	Lead	Comments
Man Salary Database	OD	Sylvia	
Recognition Culture Change	WP	Sylvia	
ongoing recognition culture	WP	Syl	
Talent Management Database	WP	Sylvia	
Premiers Awards	WP	Sylvia	
IRT Enhancements	WP	Sylvia	

Project/Initiative	Business Stream	Lead	Comments
Wellness Strategy	OD	Sylvia	
Long Service Awards	OD	Sylvia	
Records Management Project	OD	Syl	
CHIPS clean-up/position review	OD	Syl	
Leave Liability	WP	Sylvia	

LWS: MSD & Ministry

Date   **Comments**

Ministry of Social Development
Engagement and Workforce Development
Priorities Jan -Mar 2011

Workforce Planning	Org Development	Employee Development	Engagement
Establish "where we are" and provide strategic direction and a framework for workforce and organizational development	*Develop and implement organizational development strategies and programs that facilitate our workforce planning framework*	*Provide ministry specific learning and development initiatives to facilitate quality service delivery to all our clients*	*Develop corporate communication strategies and maintain the infrastructure that supports informing and engaging staff, clients and stakeholders*
- Finalize the 11/12 SD Workforce plan, Feb 28 due date - Develop web based Workforce plan for staff, launch in April - Quarter 3 HR Metric's - Article 19 (Jan 21) - Confirm work unit structures for WES 2011 - Launch updated guidelines for staffing and restricted competition approvals	- RSD Supervisor and Applied Leader Review Boards (88) including the new 90 degree feedback tool for Review Board (pilot complete) - Prepare for Ministry Business Leaders Review Boards (April/May) - Coordinate a DM/ADM "Executives in Training" day for April and launch the ongoing ED and Director EIT program - Year 2 of the Supervisor Development program, Feb and April dates for 3 Leaders Network sessions (50 participants) - Launch "Facilitators Inventory" for the Ministry - Continue to support the "Leaders in Recognition " COP and build a recognition web page, with tools and resources (including a new process for honouring years of service to the Ministry)	- EAW training - creating 'post core' training for EAWs - Modifying and incorporating ICM training into EAW Core Training - Ministry-specific training for RSD - mental health training - launching online version of Recognizing and Reporting Child Abuse and Neglect training - Finishing up pilot of Mentoring Via Peers and Learn on Line leadership programs - evaluating programs - reporting out to executive - making plan for leadership programs in 2011 - Group Mentoring – mid-point evaluation and additional support for mentors/protégés	- Intranet redesign – move to SharePoint 2010 platform; consultation process (communications audit/focus groups) to explore what new channels would improve usability; be effective for two-way/executive communications especially around ICM - Correspondence – consultation process for potential move to an electronic approval system - Roll out of ministry business plan – development of interpretative guide, town halls, video - Communication resource for frontline managers – online tool box to assist with communications around recruitment communications, change management, conflict resolution, business strategy/key messages, coaching, effective meetings, etc.

Ministry of Social Development
Engagement and Workforce Development
Our Mission and Vision:

To build effective organizational leadership effectiveness through:

- Collaborating with our stakeholders
- Providing expertise, education and communications
- Developing and implementing tools and resources
- Engaging and empowering the workforce

This results in an effective, engaged, values driven SD workforce that exhibits leadership at every level

Workforce Planning	Leadership and Org Development	Employee Development	Engagement
Establish "where we are" and provide strategic direction and a framework for workforce and organizational development	*Develop and implement leadership and organizational development strategies that build a culture of engagement and leadership throughout the organization*	*Provide ministry specific learning and development initiatives to facilitate quality service delivery to all our clients*	*Develop and implement corporate communication strategies that support informing, engaging and the collaboration of staff, clients and stakeholders*
- Workforce Planning - Work Environment Survey - HR Metric's - Staffing approvals/attrition management - Union/Management Relations (Article 29)	- Wellness & OHS - Review Boards - Leadership development programs - Mentoring - Performance Management and values culture - Recognition	- Core Training (e.g. EAW, IO, CAPA) - Training for Ministry Initiatives(e.g. ICM/Lean) - Multimedia/online (e) learning design and development	- Communication and marketing analysis & planning - Graphic Design & Production - Video Production - Web Design & Development - Writing and editing - Corporate/Executive Communications (Loop, Insights, SD Currents, etc)

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Engagement and Workforce Development
Our Mission and Vision:

To build organizational and leadership effectiveness by promoting workforce adaptability and accountability through:

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- Education and communication
- Celebrating success

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Workforce Planning	Org Development	Employee Development	Engagement
Establish "where we are" and provide strategic direction and a framework for workforce and organizational development	*Develop and implement organizational development strategies and programs that facilitate our workforce planning framework*	*Provide ministry specific learning and development initiatives to facilitate quality service delivery to all our clients*	*Develop corporate communication strategies and maintain the infrastructure that supports informing and engaging staff, clients and stakeholders* *cr*
- Workforce Planning - Work Environment Survey - HR Metric's - Staffing approvals/attrition management - Union/Management Relations (Article 29)	- Wellness & OHS - Review Boards - Leadership development - Mentoring - Performance Management and values culture - Recognition	- Core Training (e.g. EAW, IO, PO) - Training for Ministry Initiatives(e.g. ICM/RED) - Multimedia/online learning design and development - Strategic Training Committee	- Communication and marketing analysis & planning - Graphic Design & Production - Video Production - Web Design & Development - Writing and editing - Corporate/Executive Communications (Loop, Insights, SD Currents, etc)

Ministry of Social Development
Engagement and Workforce Development
Priorities Nov 10 – Feb 11

Workforce Planning	Org Development	Employee Development	Engagement
Establish "where we are" and provide strategic direction and a framework for workforce and organizational development	*Develop and implement organizational development strategies and programs that facilitate our workforce planning framework*	*Provide ministry specific learning and development initiatives to facilitate quality service delivery to all our clients*	*Develop corporate communication strategies and maintain the infrastructure that supports informing and engaging staff, clients and stakeholders*

• Research and develop the 11/12 SD Workforce plan, Jan 31 due date
• Quarter 3 HR Metric's
• Article 19 (Nov 25th)
	• Coordinate the Premiers Awards process for 2010
	• RSD Supervisor and Applied Leader Review Boards (88)
	• Launch 90 degree feedback tool for Review Board (pilot complete)
	• Create and launch new guidelines for restricted and out of service hiring for the Ministry
	• Coordinate an ADM "Executives in Training" day for January
	• Messaging/communications for 10/11 EPDP focusing date cut off – Dec 31 and midyear EPDP audit
	• Launch "Facilitators Inventory" for the Ministry
	• Continue to support the "Leaders in Recognition " COP and build a recognition web page, with tools and resources
		• EAW training
		  o creating 'post core' training for EAWs that they can complete from 'graduation' of core training to the end of their first year of employment
		  o Incorporating ICM training into EAW Core Training
		• Ministry-specific training for RSD
		  o mental health training
		  o launching online version of Recognizing and Reporting Child Abuse and Neglect training
		• Finishing up pilot of three leadership programs
		  o evaluating programs
		  o reporting out to executive
		  o making plan for leadership programs in 2011
		• Planning for new mentoring programs launching in spring
			• Ministry name change – Internet/Intranet; publications, templates
			• Intranet redesign – move to SharePoint 2010 platform; consultation process (communications audit/focus groups) to explore what new channels would improve usability; be effective for two-way/executive communications especially around ICM
			• Correspondence – consultation process for potential move to an electronic approval system
			• Roll out of ministry business plan – development of interpretative guide, town halls, video
			• Communication resource for frontline managers – online tool box to assist with communications around change management, conflict resolution, business strategy/key messages, coaching, effective meetings, etc.

EWD Goals and projects for 12/13	Org Development	Leadership Development	Employee Development	Corporate Communications	Web
Building a Culture of Leadership					
12/13 Review Boards		Maxine			
Business Leader Development program		Pia			
Enhanced Recognition Strategy(aimed at leaders)	Sylvia				
Managers Communicator Resource				Kathy	
Virtual Leadership		Pia		Kim	
Talent Management Database	Keith				
New Supervisor Toolkit					
Leadership Conference					
Staff are informed, engaged and can collaborate and connect					
Diversity Communications Plan				Kim	
MVG roll out				Kathy	
Staff Engagement (CS, Policy Reform, Client Service, Lean)				Kathy	
Premiers Awards	Syl				
Long Service Awards	TBD				
Communications Survey				Kathy	
EIT relaunch	TBD				
Recognition Strategy	Syl				
Wellness Strategy & Wellness Month	Martina				
The Loop: Polling, job site, calendar, commenting					Justin
LS Website Clean up					
Photobank project					

Legend:

	Project in progress		Lead
	Project scheduled		Significant Responsibilities
	Project potential		

EWD Goals and projects for 12/13	Org Development	Leadership Development	Employee Development	Corporate Communications	Web
A highly skilled and trained workforce to meet client's needs					
ICM Core Training Merge			Jay		
Decision Making in Core Training			Sean		
RRCAN			Elaine		
RCY Recommendations			Elaine		
Group Mentoring			Kenneth		
The Loop: Search Modifications					Justin
EAW Coaching Community Sessions			Jay		
Advanced Decision Making			Sean		
Operationalize Mental Health Training			Kenneth		
Informal Learning Strategy			Kenneth		
Lunch & Learn Computer Training			Kenneth		
Learn on Line			Elaine		
Plain Language Training			Elaine		
"coaching skills" for EAW's					
self care module in Core Training					
Workforce of the Future					
PWD Recruitment Strategy		Karen			
Aboriginal Recuitment Strategy		Maxine			
Aboriginal Competencies	David				
Diversity in Core Training			Kenneth		
LWS Communications Plan				Kim	

New Employee Orientation	Syl				
Worker of the Future	David				
Supervisor QAP		Karen			

Legend:		
Project in progress	Lead	
Project scheduled	Significant Responsibilities	
Project potential		

Building EWD Capacity

ARCS/ORCS Project	Darcie				
EWD Career Pathing	All	All	All	All	

Infrastructure

Forms Transition				TBD	
WAMP Strategy					Justin
The Loop: Taxonomy					Justin
RSD Business on-line					Justin
Internet Strategy				Kathy	
Management Salary Database					

Legend:		
Project in progress	Lead	
Project scheduled	Significant Responsibilities	
Project potential		

EWD Goals and projects for 13/14	Org Development	Leadership Development	Employee Development	Corporate Communications	Web
1 - Building a Culture of Leadership					
12/13 Review Boards Evaluation		Pia			
Enhanced Recognition Strategy (aimed at leaders)	Sylvia				
Talent Management Database	Keith				
13/14 Review Boards (including grid 21 leaders)		Pia			
Supervisor Certificate Development Program		Pia			
Supervisor Playbook		Pia		Kathy	
Leadership Conference		Pia			
2 - Staff are informed, engaged and can collaborate and connect					
Recognition Strategy	Syl				
Photobank Project				Justin	
Lean Culture Strategy				Kathy	
New Employee Orientation	Keith				
Ministry Communications Calendar				Kathy	
Executive Communications Template/Guidelines				Kathy	
Mission/Vision/Goals Roll Out				Kathy	
Wellness Strategy & Wellness Month	Martina				

Legend	
Project in progress	
Project scheduled	Lead
Project potential	Significant Responsibilities

EWD Goals and projects for 13/14	Org Development	Leadership Development	Employee Development	Corporate Communications	Web
3 - A highly skilled and trained workforce to meets client's needs					
Service Excellence Training			Elaine		
Domestic Violence Training			Elaine		
The Loop: Search Modifications					Justin
Coach Marketing, Recruitment, Training & Development (EAW MRTD)			Jay		
Incident Report and Tracking System (IRT Enhancements)	Martina				
Advanced Decision Making			Sean		
Intermediate EAW training			Sean		
Investigative Officers Core Training Overhaul			Jay		
Virtual Software Workshops			Kenneth		
Plain Language Training			Sean		
4 - Workforce of the Future					
Aboriginal Competencies	David				
Criminal Records Check Procedures	Martina				
Worker of the Future	David				
Supervisory Talent Management Program (QAP)		Karen			
PWD Recruitment Strategy		Karen			
Aboriginal Recruitment Strategy		Maxine			
5 - Infrastructure					Justin
The Loop site architecture enhancements					Justin
WAMP Strategy					Justin
The Loop: Taxonomy					Justin
Internet Strategy				Kathy	

Legend:	
Project in progress	Lead
Project scheduled	Significant Responsibilities
Project potential	

Ministry of Social Development
Engagement and Workforce Development
Fiscal 11/12 Current Projects June 2011

Workforce Planning	Org Development	Employee Development	Engagement
Establish "where we are" and provide strategic direction and a framework for workforce and organizational development	*Develop and implement organizational development strategies and programs that facilitate our workforce planning framework*	*Provide ministry specific learning and development initiatives to facilitate quality service delivery to all our clients*	*Develop corporate communication strategies and maintain the infrastructure that supports informing and engaging staff, clients and stakeholders*
• 2012 Workforce Plan • WES 2011 Analysis • SD Vision •	• Facilitators Inventory • Review Boards, including 2010/11 Review and evaluation • Leadership Framework • New Performance Management roll out • Recognition culture change • Long Service Awards • Wellness Activites/Month • MSD Supervisor COP • Supervisor Engagement Strategy • Supervisor Developmnet Porgrams •	• Update/Integrate Core Training (e.g. EAW, IO, PO) • RCAN • EAW Coach Program • raining for Ministry Initiatives(e.g. ICM/RED) • Multimedia/online learning design and development	• The Loop: Phase 1 • E corrsepondance • Managers Communicators Resource • Video Production • Web Design & Development • Writing and editing • Ministers Correspondence

Ministry of Social Development
Engagement and Workforce Development
Fiscal 11/12 Projects

Workforce Planning	Org Development	Employee Development	Engagement
Establish "where we are" and provide strategic direction and a framework for workforce and organizational development	*Develop and implement organizational development strategies and programs that facilitate our workforce planning framework*	*Provide ministry specific learning and development initiatives to facilitate quality service delivery to all our clients*	*Develop corporate communication strategies and maintain the infrastructure that supports informing and engaging staff, clients and stakeholders*
2012 Workforce Plan - WES 2011 Analysis **A Vision for SD** - Part Time worker strategy - Career Pathing - QAP for Supervisor Hiring Strategy - GNPI Leadership Exchange	- Facilitators Inventory **2012 Review Boards and 10/11 evaluation** - Leadership Framework - New Performance Management System roll out - Recognition culture change initiative - Long Service Awards - Wellness Activities/Month **Supervisor Engagement Strategy** - Supervisor Development Programs 2011 Premiers Awards - IAT - Business Leader Dev program - L.O. Training for Facilitators Inventory - New Employee Orientation program	**Update/Integrate EAW Core Training** - RCAN - EAW Coach Program re launch - Group Mentoring 1-1 Mentoring - Simple English - Intercultural Awareness - Coaching Event - ISW Training for Trainers - Overhaul EAW Core Training	- The Loop: Phase 1 **E Correspondence roll out** - Managers Communicator Resource **Loop Phase 2 & 3** - Communications Survey - Multi Media Strategy

Ministry of Social Development
Engagement and Workforce Development
Fiscal 11/12 Projects

Workforce Planning	Org Development	Employee Development	Engagement
Establish "where we are" and provide strategic direction and a framework for workforce and organizational development	*Develop and implement organizational development strategies and programs that facilitate our workforce planning framework*	*Provide ministry specific learning and development initiatives to facilitate quality service delivery to all our clients*	*Develop corporate communication strategies and maintain the infrastructure that supports informing and engaging staff, clients and stakeholders*
2012 Workforce Plan - WES 2011 Analysis - A Vision for SD - Part Time worker strategy - Career Pathing - QAP for Supervisor Hiring Strategy - GNPI Leadership Exchange	- Facilitators Inventory - Review Boards, including 2010/11 Review and evaluation - Leadership Framework - New Performance Management roll out - Recognition culture change - Long Service Awards - Wellness Activities/Month - MSD Supervisor COP - Supervisor Engagement Strategy - Supervisor Development Programs - IAT - Business Leader Dev program - L.O. Training for Facilitators Inventory - New Employee Orientation program	- RCAN - EAW Coach Program - Group Mentoring - Update/Integrate Core Training (e.g. EAW, IO, PO) 1-1 Mentoring - ISW Training for Trainers - Overhaul Core Training	- The Loop: Phase 1 - E Correspondence - Managers Communicators Resource - Loop Phase 2 & 3 - Multi Media Strategy - EWD/LS Web site clean up - Update/Develop MC language & templates - Photo Bank - SD "Customer Focused" Internet site integration

Black: currently underway
Red: planned
Blue: for consideration

Ministry of Social Development
Engagement and Workforce Development
Fiscal 11/12/13 Projects

Workforce Planning	Org Development	Employee Development	Engagement
Establish "where we are" and provide strategic direction and a framework for workforce and organizational development	*Develop and implement organizational development strategies and programs that facilitate our workforce planning framework*	*Provide ministry specific learning and development initiatives to facilitate quality service delivery to all our clients*	*Develop corporate communication strategies and maintain the infrastructure that supports informing and engaging staff, clients and stakeholders*

• 2013 T&T/ Workforce Plan
• Management Salary Database
• Talent Management Database
• Part Time worker strategy
	• Review Boards, including 2012/13
	• MYPerformance roll out
	• Recognition culture change
	• Supervisor Engagement Strategy
	• Supervisor Development Programs
	• Business Leader Dev program
	• Disability Strategy (Abo/Disabled recruitment)
	• QAP for Supervisor Hiring Strategy
	• EIT Re launch
	• Facilitators Inventory/ISW– 2nd intake
	• Public Service Week
		• EAW Coach Program
		• 1-1 Mentoring
		• Pac Leaders Audit
		• Mental Health E Learning
		• Decision Making Training
		• ICM:
		  ➢ Phase 2 ELMSD training for RSD
		  ➢ Integrate Core Training Phase 2
		  ➢ Decision Training for Phase 3
		• Diversity Module, Core Training
		• Mental Health Training, operationalize
		• Articulate platform
		• LS Website clean up
		• Informal Learning Strategy
		• Group Mentoring
		• Simple English
			• The Loop: Phase 2
			  ➢ Regional content transition
			  ➢ Activity feed*
			  ➢ Taxonomy
			• Communications Survey
			• Leading Workplace Strategies
			• Diversity Strategy
			• Roll-out: Ministry vision and goals
			• Managers Communicators Resource
			• Forms Transition
			• IMB/SharePoint Migration
			• Loop Phase 3
			  ➢ Comment/Rating*
			  ➢ Ministry Calendar
			  ➢ Polling
			  ➢ Enhanced recognition gadget
			• New Employee Orientation website
			• EWD Career Pathing
			• Photo Bank
			• SD Internet Strategy

Black: currently underway
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- Workforce Planning - Work Environment Survey - HR Metric's - Staffing approvals/attrition management - Union/Management Relations (Article 29)	- Wellness & OHS - Review Boards - Leadership development programs - Mentoring - Performance Management and values culture - Recognition	- Core Training (e.g. EAW, IO, PO) - Training for Ministry Initiatives(e.g. ICM/Lean) - Multimedia/online (e) learning design and development	- Communication and marketing analysis & planning - Graphic Design & Production - Video Production - Web Design & Development - Writing and editing - Corporate/Executive Communications (Loop, Insights, SD Currents, etc)

EWD Core and ongoing programs 13/14	Sylvia	Pia	Elaine	Kathy	Justin
1 - Building a Culture of Leadership					
Review Boards - General		X			
Business Leaders Network		X			
Leaders Network		X			
DM Chatline		X			
HR Metric's	X				
LDC			X		
Mentoring via Peers				X	
2 - Staff are informed, engaged and can collaborate and connect					
Insights and SD currents	X			X	
Snap Survey			X		
Premiers Awards	X				X
Long Service Awards				X	X
Work Environment Survey	X	X			X
Communications Planning				X	X
Public Service Week	X			X	X
3 - A highly skilled and trained workforce to meets client's needs					
Facilitators Inventory		X			
Mentoring Program			X		X
MYPerformance	X			X	
PAC Leaders			X		
EAW Core Training Updates			X		X
Mental Health Training			X		X
RRCAN		X	X		
Skillsoft Programs (Books 24/7)			X		
4 - Workforce of the Future					
Workforce plan	X			X	
5 - Operational					
Internet Maintenance					X
A29	X				
Publications					X
Occupational Health and Safety (OHS)	X				

EWD 2011 Projects

project #	Project/Initiative	Business Stream	Lead	Time Frames
	WES 2011	WP	Sylvia	Feb - July
	A29	WP	Jim	ongoing
	Leadership Framework	OD	Pia	Late Feb
	New Leadership Program Development	OD	Pia	May
	Leaders Network	OD	Pia	Feb workshop/April 2011 Luanch
	Public Service Week	OD	Sylvia	April-June
	EIT	OD	Sylvia	Feb launch - ongoing
	CRC	WP	Jim	ongoing
	Review Boards - Applied and Supervisors	OD	Pia	Feb - April
	Reviews Boards - Business Leaders	OD	Pia	Mar - June
	Hiring Guidelines	WP	Sylvia	Jan
	Performance Man - 2011/12	OD	Sylvia	May - June
	Facilitators Inventory	OD	Pia	Proposal - Jan/ Launch - Feb
	Managed Staffing Strategy	WP	Sylvia	ongoing
	Innovation Action Team	OD	Sylvia	ongoing
	Recognition Culture	OD	Sylvia	ongoing
	Bulletin Boards	OD	Pia	ongoing
	Q3 Metric's	OD	Nik	Jan
	Workforce Plan	WP	Nik	Feb

			EWD 2011 Projects		
	Workforce Plan Launch	WP	TDB	April	
	Remodelling EAW Core training	ED	Elaine	May-June	
	Modify and merge ICM Moduls	ED	Elaine	Feb	
	EAW Coach/Training supports	ED	Elaine	Mar - ongoing	
	MVP/LOL	ED	Elaine	Feb Evalaution - 2011 Launch - May	
	ELMSD support (Core & DACUM)	ED	Elaine	ongoing	
	IO Core Training updates	ED	Elaine	Mar	
	RCAN	ED	Elaine	Feb	
	Group Mentoring Evaluations/2012 Planning	ED	Elaine	Mar -Sept	
	Mental Health Training	ED	Elaine	Mar-June	
	PAC Leaders	ED	Stephen	ongoing	
	Ministry Publications Review	Com	Justin	ongoing	
	Green Team	Com	Kathy	ongoing	
	SD Currents	Com	Kathy	ongoing	
	Intranet Redesign	Com	Justin	Jan - April	
	SharePoint 2010	Com	Justin	Jan - ongoing	
	Multi Media Strategy	Com	Justin	Feb	
	Executive Blog	Com	Kathy	April	
	Communications Audit	Com	Kathy	Jan-Feb	
	New E Correspondence Process	Com	Kathy	Mar	
	Manager as Communicator Resource (*with section on Recruitment communications)*	Com	Kathy	May 31/ Recruitment - Mar 31	
	Business Plan Roll out	Com	Kathy	Feb - April	

	EWD 2011 Projects			
New DM communications		Com	Kathy	Jan
	Flexible Work Options		Blue Sky	
	Culture Audit		Blue Sky	
	Networking for Young professionals		Blue Sky	
	Review roles & Responsibilities for EAW's		Blue Sky	
	Evaluate Virtual learning Tools		Blue Sky	
	EPDP Development menu		Blue Sky	
	Ministry Career Pathing		Blue Sky	
	Simple English		Blue Sky	

SHRP Budget Planning 09/10

HR Plan Priorities	Initiative	08/09 Budget	08/09 planned	09/10 planned
Improving Our Competivness	Recruitment	125K	• 80K - Salaries & Benefits Recruitment Planner – focus on EAW & Supervisor • 20K - Leadership Assessment Profile Software • 10K - Purchase of Applicant Pooling Software • 10K - Misc (including travel) • 5K - Website development	Continued focus on recruitment planning activities, statistic's indicate that in order to maintain sustainable levels of staffing the Ministry must continue to focus substantial resources in recruitment planning and delivery • 80K - Salaries & Benefits - Recruitment Planner • 45K - ongoing support for recruitment activities directly supporting EAW & Supervisor Recruitment – i.e. centralized recruitment centre
Building Capacity	Leadership Development	533K	• 125K – Contracted DACUM based supervisor curriculum development • 25K - Miscellaneous costs associated with Supervisor development program • 75K - Purchase of supervisor/leadership development resources (based on Review Board results) e.g. Team Building, Conflict resolution, Effective Feedback • 170K - Review Boards • 52K - Solstice Events	Ongoing development of our future leaders is critical to the Ministry's long term success. Current retirement and recruitment projections indicate the potential for requiring over 100 new supervisors over the next 1-5 years. Funding will go to the ongoing development of future leaders at levels of the organization • 170k Review Boards • 150K – MEIA Supervisor development program implementation • 75K – Ongoing leadership development resources (based on Review Board Results) • 52K Solstice Events • 33K - Non Pacific Leadership management development • 33K – Management Essentials annual development conference

			• 33K - Non Pacific Leadership management development fees reimbursement • 33K – Management Essentials annual development conference • 20K – "just in time" Leadership Software	• 20K – Leadership Software purchases
	Employee Development	89K	• 24K - Book 24x7 • 10K - Multi-media equipment • 5K - Mentoring program marketing and maintenance • 50K - Pac Leaders	Resources specifically targeted at broader development our employees, including: • 5K - mentoring, • 10K - multimedia equipment • 75K - external development fee reimbursement. (including Pac Leaders – **significantly under-funded in current fiscal)**
	Employee Learning	215K	• 55 K EAW skill development courses and graduated accreditation curriculum development & design • 70 K – training development based on Divisional Learning needs priorities (based on annual assessment) e.g. Disability Awareness training, Orientation, Project Management • 90K e learning modules development –e.g. new "bridging employment program"	Ongoing employee learning initiatives to build internal capacity with a focus on developing our entry and mid level staff to their full potential, positioning them, into more responsible roles within MEIA and the Public Service overall • 50K – Implementation of EAW graduated accreditation program • 70K – Training based on 09/10 learning needs assessment • 90K – e learning model development and implementation – program specific e.g. LMSD, policy, program, eligibility changes – this funding will be closely linked to the EAW accreditation program

Managing for Results	Recognition	80K	• 38K - Long Service Awards • 12K - Public Service Week • 15K - Website development • 10K Recognition champions face-to-face	Continue with programs and initiatives that support a culture of recognition at MEIA • Long Service Awards • Public Service week • Website launch & maintenance
Managing for Results	Occupation Health & Safety	50K	• 20K- OHS policy Manual Update • 10K - Brown Crawshaw, incident debriefing • 8 OHS/IRT Marketing • 5K - First Aid program • 5K - Bio Hazard Kits	Continue to support OHS for the Ministry **70K Workplace Health Advisor (grid 18 salary, benefits, office expenses & travel) to support HQ staff (business case being prepared)** • 10K - Brown Crawshaw • 15K - Miscellaneous requirements(including first aid • 15K OHS awareness initiatives • 10K- OHS Policy manual continued updates
Managing For Results	Health & Wellness	50K	• 20K - Wellness week (increase of funding to regions by 10K) • 15K - Wellness website development – interactive ACTNOW focused site for ee's • 5K - Miscellaneous wellness purchases • 10K - Participation fee reimbursement	In 2008/07 the Ministry will have a formal wellness strategy, ongoing funding is required to sustain the over all plan including the following activities: • 20K - Wellness Week (increase of funding to regions by 10K) • 15K - Website launch and maintenance • 10K - Participation fee reimbursement • 5K - Miscellaneous wellness purchases
Miscellaneous	Relocations	90K	• Corporate relocation Fund	Severely under funded in 07/08, spent 140K, but current focus on out-of-service recruitment there is potential for even higher expenditures