



**Job Title:**

Supercluster Project Manager, Sectors

**Reporting Structure:**

CSO & VP Sectors

Full time, permanent

The **Supercluster Project Manager** is a collaborative member of the Sectors team and works seamlessly across the organization. Reporting to the CSO & VP Sectors, you are the main point of contact at Genome BC for approved **Canada's Digital Technology Supercluster (Supercluster)** projects and you are responsible for launching, developing and coordinating activities on projects funded under this initiative. You will also engage external stakeholders to catalyze partnerships, and work with internal colleagues in the Health and Agrifood and Natural Resources sectors, and in all departments that are relevant to these projects and are consistent with the Genome BC's mandate.

You are driven to deliver successful projects on time and on budget and to work in a collaborative and interdisciplinary environment within a purpose driven organization. You believe that genomics has the potential to positively impact the lives of British Columbians.

You are a self-aware, enthusiastic, organized, independent and creative individual with a passion for science and innovation. You possess confidence and experience and aspire to work in a high energy and committed team. With a keen eye for detail, you understand the importance of project oversight and management in delivering outcomes from funded research and innovation that have a high potential for impact.

**Duties and responsibilities:**

- Launch, monitor and coordinate all Supercluster projects supported by Genome BC to ensure milestones and deliverables are reached
- Coordinate meetings, workshops, committees and activities included in Genome BC's portfolio of Supercluster projects
- Leverage the science and research subject matter expertise of the Sectors team for the benefit of the projects
- Pro-actively engage other Genome BC team members to ensure all milestones and deliverables are completed on time and on budget and inform GBC of any challenges and bring forward tangible solutions
- Engage with external consultants as needed to assist in delivery of Genome BC's activities in these projects
- Launch new projects by facilitating project start-up activities, including finalization of project budgets, work plans and milestones and coordinate the process to close out projects after completion
- Foster relationships, facilitate meetings, and communicate effectively with

project teams, the lead institutions and other partners, in particular private sector companies leading the projects

- Work with other Genome BC functional units to assist with project related finances, communications and societal matters
- Work with academics, private sector and stakeholders to ensure all deliverables are completed

#### **Education and Experience:**

- Demonstrated project management experience and know how, including experience with milestone-driven projects
- Ability to identify and assess objective, quantifiable measures of success
- Experience in the BC life sciences research and innovation community
- Excellent communication, relationship management, team-building and interpersonal skills
- Demonstrated organizational, financial management skills and careful record keeping practices, preferably in a science or technology environment
- Ability to work in a fast paced, dynamic environment with tight deadlines
- Ability to think broadly and understand strategic priorities
- Industry experience, particularly with respect to project management would be an asset

#### **How to apply:**

Applicants must include a current CV and cover letter indicating anticipated start date and the names and contact information for at least three references. Please send the application in MS Word or PDF via email to [careers@genomebc.ca](mailto:careers@genomebc.ca)

#### **Application deadline: July 2, 2019**

We thank you for your interest in Genome BC. Only those candidates short listed for interviews will be contacted. No phone calls please.

#### **About Genome British Columbia:**

Genome British Columbia leads genomics innovation on Canada's West Coast and facilitates the integration of genomics into society. A recognized catalyst for government and industry, Genome BC invests in research, entrepreneurship and commercialization in life sciences to address challenges in key sectors such as health, forestry, fisheries, aquaculture, agrifood, energy, mining and environment. Genome BC partners with many national and international public and private funding organizations to drive BC's bioeconomy.

In addition to research, entrepreneurship and commercialization programs, Genome BC is committed to fostering an understanding and appreciation of the life sciences among teachers, students and the general public. [www.genomebc.ca](http://www.genomebc.ca)

At Genome BC, we believe we are made stronger by our unique combination of culture, race, national or ethnic origin, religion, sex, gender identity, sexual orientation, marital or family status, physical or mental disability unrelated to job requirements, genetic information, or age. We are committed to advancing a culture that values diversity and inclusivity, including recruiting and developing a well-qualified and diverse workforce

that embraces and encourages different perspectives.

**Our Values:**

- Integrity is at the core of our decisions and actions
- Empathy is integral to our relationships
- Commitments are honoured with passion and purpose
- Boldness and agility motivate our pursuits
- Curiosity and wonder inspire us

**About the Digital Technology Supercluster**

The Digital Technology Supercluster facilitates and funds ambitious, collaborative technology leadership projects that develop products and platforms. Through this, Canadian businesses grow and prosper, creating jobs, inspired work environments and economic growth for Canada. The world will see Canada as a global leader in the development of relevant digital products and platforms.

<https://www.digitalsupercluster.ca/>