



EXCELLENCE  
IN MANUFACTURING  
CONSORTIUM

## Advancement Coach

Excellence in Manufacturing Consortium (EMC) is looking for an **Advancement Coach** to join our team with a focus on a workforce development program called AspireAtlantic in Nova Scotia. AspireAtlantic is a new initiative which aims to bridge the gap between the needs of employers and workers seeking to advance from unemployment or low-wage jobs into middle-skilled jobs with advancement opportunities.

Reporting to EMC's Director of Manufacturing Initiatives, the Advancement Coach will work with AspireAtlantic participants and graduates to boost their career opportunities in the manufacturing sector through training and career mentoring and with manufacturing employers to support integration of new hires to their organizations.

The ideal candidate for this role will possess excellent communication, organizational and relationship building skills and have significant previous experience in human resources or in a people leadership role within the manufacturing sector. Additionally, you will have experience providing one-on-one career coaching and/or mentorship as well as experience in organizational capacity building. Because evaluation and technical assistance are key components of this project, a learning mindset is essential for this role.

The successful candidate will mainly work out of their home office and meet onsite with program participants during placements. Typical work hours will be 8:30 AM – 4:30 PM, Monday to Friday, with modification to accommodate training sessions, meetings and travel as needed.

### Your Responsibilities

- Work closely with AspireAtlantic Project Director on program delivery
- Support program participant recruitment efforts by providing sector specific information that will help inform recruitment strategies
- Support participant screening process by advising on sector-specific participant criteria
- Work with participants to develop individual career advancement plans
- Hold regular individual career advancement coaching and check-ins and work closely with the AspireAtlantic Case Managers to ensure alignment of support services
- Provide ongoing employer and sectoral input in occupational skills training curriculum and lead job development activities
- Develop an in-depth understanding employers' needs, values, and available positions, and then matching the employer with candidates whose goals, interests, and aptitudes are aligned with their needs.
- Work with employers to support individualized HR efforts, including diversity and inclusion, conflict resolution, performance reviews where necessary.
- Participate in all training and learning throughout program delivery
- Participate in data collection activities



### **Your Skills and Attributes**

- Solid understanding of the manufacturing labour market and existing career pathways
- Enthusiasm and a conviction to deliver positive outcomes for persons facing barriers to employment and advancement
- Ability to define and manage career advancement goals and transitions
- Good understanding of employment issues impacting a participants' ability to advance their career
- A self-starter and collaborative mentality who can work effectively in an interorganizational setting.
- Maintain a dual-customer approach, matching graduates with opportunities best aligned with their skills and interests, while offering employers a high-quality, reliable talent solution.
- A learning, adaptive and outcomes-driven mindset who can provide sensitive and constructive feedback.
- Committed to Diversity, Equity and Inclusion practices with culturally sensitivity.

### **Qualifications**

- Relevant bachelor's degree or equivalent experience
- 5-7 years of progressive experience within the manufacturing sector in a variety of roles
- Experience in a mentorship role within the manufacturing sector preferred
- Performance management and training management experience is an asset.

### **How To Apply:**

If you are interested in this opportunity, we invite you to submit a cover letter and resume outlining your experience and skills, and why you believe you are the best person for this role. Please send to Raf Khan, Director Manufacturing Initiatives, at [rkhan@emccanada.org](mailto:rkhan@emccanada.org)

### **Commitment to Diversity, Equality, and Inclusion**

We welcome candidates from diverse backgrounds and who are representative of the communities that we serve, in particular those with lived experience of the barrier's individuals face to employment.

We encourage applications from women, BIPOC, LGTBQ2S+ and people with disabilities as we strive to build a more inclusive society. We would like to invite applicants to self-identify if they belong to an equity seeking group and disclose this information in their cover letter. Self-disclosure is completely optional.

If you will require accommodations at any stage of the selection process, please state the nature of the accommodations in your cover letter.



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## **About EMC**

Incorporated in 1997 and headquartered in Owen Sound, EMC is responsible for contributing significant knowledge, expertise and industry resources to over 13,000 active consortium and online member manufacturers in more than 60 consortiums throughout Canada. For over 20 years, EMC has facilitated industry-driven, public/private sector projects on behalf of manufacturers, which has helped to generate hundreds of millions of dollars for new economic opportunities, job creation and retention, skills development, and continuous improvements—all positively affecting local, provincial and national economic regions. [www.emcanada.org](http://www.emcanada.org)

## **About Davis Piers**

Pier Labs, Davis Pier's social innovation outpost, works with partners in government, healthcare, academia, and the not-for-profit sector to help solve some of the toughest problems our country is facing. From poverty and healthcare, to education and public safety, their approach is to use all forms of evidence to develop policy and program improvements that they then rigorously test through experimentation. [www.davispier.ca](http://www.davispier.ca)

## **AspireAtlantic Overview**

AspireAtlantic is a new workforce development initiative with the primary goal to move unemployed and low-wage working individuals into sectors with good quality middle-skill jobs. AspireAtlantic is newly adapted from a model developed and tested in the US called WorkAdvance. The model is dual-customer, serving both employers and job seekers by bridging job seekers with in-demand middle-skill jobs in specific sectors, and providing long-term retention and advancement supports.

AspireAtlantic is a collaboration between three service providers in Nova Scotia supported by a Technical Assistance Team and a Program Director that operates out Pier Labs. The Program focuses on three sectors: manufacturing, construction and home building and renovation. The program delivery involves intensive pre-screening of participants, career readiness training, sector specific occupational skills training, job placement support, and post-employment advancement services to the participant and their employer. <https://fsc-ccf.ca/projects/aspire-atlantic/>