

Job Title: Project Manager

Project: Electrifying the Future, MIRARCO Mining in partnership with the Goodman School of Mines

How to apply: Please send resumes to cghiandoni@mirarco.org

Application Deadline: March 31st, 2023

Project Description:

The "Electrifying the Future Project" is a bilingual (English/French) project that aims to bring awareness to students about post-secondary programs that lead to jobs and services across the electric vehicle supply chain from mineral exploration all the way to the automotive and mobility industry. In its first phase, a rigorous marketing campaign will help to change perspectives and bring awareness to a variety of career options in this industry.

Two in-person events will provide elementary, high school and postsecondary students exciting and interactive experiences. First, high school students from around Northern Ontario will compete in "MineOpportunity: the automotive and mobility edition" (June 7 & 8, 2023). In this game, students work together to become the "wealthiest" team by successfully answering questions, completing challenges and activities about technology, engineering, geosciences, the environment, careers, corporate social responsibility and the automotive and mobility industry.

Second, two weeks of free summer day camps from July 17-21 and July 31-August 4th, 2023 will be offered for students in grades 6-9. STEM and non-STEM lessons and activities will be delivered at three locations (Laurentian University, Cambrian College and College Boreal), along with a one-day field trip to 3 local businesses (Epiroc, Technica Mining, and Laurentian Chrysler).

The "Electrifying the Future" program will inspire coming generations to get involved in the industry by stimulating interest in career choices. It will also raise awareness of emerging trends of innovation and technology in the industry, and the importance of critical minerals. The resulting experiences will appeal to and meet the needs of diverse audiences, including Indigenous people, youth, women and other underrepresented groups.

Job Duties

- Ensure project is on-time and within budget
- Manage Project plan, project changes and registries
- Manage stakeholder meetings.
- Manage the creation and maintenance of project webpages
- Manage Advertising and Marketing Campaign
- Manage Translation for all Marketing materials and Activities
- Manage photography and video projects
- Manage logistics for events (registration, bussing, food, prizes)

- Write project reports and assist with financial reports
- Manage student employees and project staff
- Manage Welcome Package for campers and their guardians
- Create, manage, collect & analyze data from stakeholder surveys (participants, parents, student hires, staff)
- Delegate Project Tasks to team members
- Manage project sponsors and future sponsorship
- Ensure all Equity, Diversity, Inclusion plans and practices are being followed

Job Qualifications:

- Degree in Business, Project Management, Marketing or related field
- Management and leadership experience
- Good communication skills, both written and verbal
- Proven track record of successfully managing projects on time and within budget
- No criminal record and willing to have a Criminal Record Check
- Familiar with MS Project, MS Office (Word, Excel, GoogleDocs/sheets)
- Bilingual (English/French) preferred

For more information:

Contact: Nicole Tardif , Program Coordinator, Goodman School of Mines ,
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