

# Review Update

by Shane Donovan, Policy Analyst, PSC

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**T**here has been a significant amount of HR policy work underway in 2006-2007.

The multi-year HR Policy Review was identified as a priority in the Public Service Commission's (PSC) 2005-06 Business Plan, where the main goal is to have corporate human resources policies that are accurate, consistent with legislation and regulatory changes, and reflective of today's human resources environment.

Over the past 18 months, the PSC has conducted an extensive assessment of current corporate policies and consulted with various stakeholders to help identify issues and priorities. This valuable dialogue with the HR Community has been critical for developing and revising policies and procedures. → 2



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## Rosalind "Roz" Penfound was appointed Commissioner February 15, 2007

**A**s many of you know, after time in the private sector, I started my provincial government career in 1992 at Natural Resources. I won't draw out my curriculum vitae, but after some time, I moved to Environment and Labour and then to the Department of Agriculture and Nova Scotia Fisheries and Aquaculture.

I enjoyed these resource departments and the people immensely, but know that moving on will only open doors to more great people and other interesting projects.

In fact, coming to the Public Service Commission was good news for me. What a more important 'resource' department than human resources?

I take pride in the work I've done to engage employees in my past assignments, and this only adds to my excitement to make a difference on a larger scale.

I strongly believe that the Corporate HR Plan sets a strong direction for our 10,000 employees and those we serve across Nova Scotia, and must be the foundation for all we do.

People who know me often say that I'm not afraid to pull up my sleeves and jump in. With that said, I'm looking forward to meeting everyone in the HR Community, getting to know your issues and ideas, and helping to lead positive change.

I must thank Gordon MacLean and Nancy Gaudet who so aptly kept the Commissioner's office in top-notch order over the past number of months. This has definitely supported my transition into this office. ■



## HR Standards

by Patti Pike, Executive Director, PSC

← 1 Congratulations to Joan Parks-Hubley and her team for developing the new corporate Healthy Workplace policy. The policy has been approved and came into effect February 1, 2007.

Other major policy initiatives currently underway include: fair hiring, employee recognition, affirmative action, performance management, compensation, and employee safety and well-being. Stay tuned to future issues of HR Links for more information concerning policy activity for the upcoming year.

The work of the policy review is ongoing and we would like to thank the various policy leads, working groups, and the HR Community for their continued hard work and support during this important process. ■

Contact: Shane Donovan (5901) or [donovas@gov.ns.ca](mailto:donovas@gov.ns.ca)

**W**ell, it looks like the moon and the stars are aligning for us to have a comprehensive recruitment and selection package for the new fiscal year!

As most of you know, a number of recruitment-related things have been running concurrently over the last few months and it seems that we will have them joining up with each other by year end.

The policy teams being led by Charlie Macdonald and Carrie Hotton are nearing the end of editing for the Employment Equity and Fair Hiring policy review; Cathy Corbett's team put together standard templates for all CSU's to use; Charlie and Viki Samuels piloted a diversity module for HR practitioners in January; and Anne Marie Fitzpatrick's team is awaiting many of these items in order to make changes to the recruitment training for hiring managers.

This has been an initiative that has demonstrated support, partnerships, and a great deal of human resources, evaluation and audit, and

communication expertise to bring it all together.

Thanks to all who made contributions to an initiative that will provide us with a fair, equitable, and transparent recruitment process. ■

### PUBLICATION STATEMENT

HR Links is published 10 times a year on the first business day of each month. The July/August and December/January issues are combined.

The editorial board welcomes and actively solicits articles and story suggestions from members of the HR Community and its partners. Please send your submissions to [hrlinks@gov.ns.ca](mailto:hrlinks@gov.ns.ca).

### Members of the

#### HR Links Editorial Board are:

Jane Allt, Vanessa Hammock, Donna Hendy, Shelly Hubley, Michelle Lucas, Alexandra Smith

# HRANS Conference Update

by Carrie Hotton, PSC

**M**ark your calendars! The 2007 HRANS Conference, "The Dawning of the New Workplace" takes place from May 23-25, 2007 in Halifax.

As a member of the planning committee, I am pleased to advise that we are offering 28 education sessions divided across four themes:

- Talent Attraction and Retention,
- Creating a Healthy Workplace,
- Partnerships/HR as a Strategic Partner,
- Becoming a World-Class Employer.

In addition, we have secured keynote speakers that include human resource and leadership expert David Ulrich,

former Disney executive Mark David Jones, and Linda Duxbury, who will speak about her leading workplace health research.

Sessions include presenters from across Canada, including groups like Hewitt, Great Place to Work® Institute, TWI Inc., Deloitte, D-Code, Queen's University, the Government of Ontario, and Knightsbridge.

A variety of topics are addressed in the conference program, including:

- Generational differences in employee engagement
- Legal consequences of an unhealthy workplace

- Repatriation
- Canadian leadership
- Organizational effectiveness
- Growing talent from the ground up
- Becoming an employer of choice
- Succession management
- Strategic partnerships in the area of diversity
- Elder workers
- Immigration
- And many others!

You can save \$150 off of the registration fee by registering before April 2, 2007. ■

To learn more, visit:  
<http://conference.hrns.org/>

## HR Comings & Goings

It's been a while since HR Links has reported Comings & Goings in the HR Community. If you have new folks coming on board or are saying good-bye to colleagues, please send them in!

Most notably, the entire HR Community has said 'so-long' to a long-time friend and celebrated leader, **Janet Lee**. Janet retired on February 23 as HR Director at Service Nova Scotia and Municipal Relations.

Resources CSU welcomed **Laura Forrest**, a new Human Resource Consultant on March 5.

The Public Service Commission has seen a number of staff changes over the past few months.

The Honourable **Carolyn Bolivar-Getson**, who previously served the Human Resources and PSC portfolios from August 2003 to February 2006, was reappointed on January 4, 2007.

In February, Innovation & Growth welcomed the return of **Theresa MacIsaac** who was on secondment with the school board for the past year. Theresa resumed her role as Business Administrator. Colleen Hartling returned to the role of Registrar.

On February 14, **Amanda Pickrem** joined the PSC team as the senior information analyst with the Information Management group.

**Shane Donovan**, policy analyst, began with the PSC on January 15 in the Planning & Coordination division while **Sheila Sanderson** is on maternity leave.

**Udeme Akpan** is providing administrative support to **Jane Allt**, and the staff in the Diversity and Attraction and Retention sections.

**Tracey Barkhouse** is focussing on supporting Executive Recruitment and the Premier's Award of Excellence.

**Denise MacLeod**, HR Auditor, left the PSC in January and joined the Halifax Regional School Board as a budget manager.

**Maria Tendencia**, project coordinator in Strategic Support Services, accepted a position as volunteer coordinator with Capital Health. Maria finished up at the end of January.

**Tina Sanford**, human resource consultant with Compensation and Classification, began her maternity leave. ■

# Opportunities at the Metropolitan Immigrant Settlement Association

by MISA Staff

Today's business world demands risk-taking and innovation. Companies need employees who are flexible, creative and have diverse skill-sets. By bringing immigrants into the workforce, employers do not only have direct connections to the global economy, but also create a multicultural and community recognized workplace.

The Metropolitan Immigrant Settlement Association (MISA) offers several bridging programs, which allow local organizations to assess newcomer's skills and consider them for potential future employment. Hundreds of partners have already participated in two of these programs, the New Beginnings Program Work Placement and the Mentoring Program, successfully integrating Internationally-trained professionals in Nova Scotia.

## A win/win situation

The New Beginnings Program work placement is a six-week, unpaid, full-time and on-the-job experience with a host employer from Nova Scotia. The work placement gives the employer the opportunity to host a highly skilled professional and assess a potential employee, without obligation to pay or hire. At the same time, it gives the candidate the opportunity to obtain Canadian work experience, contacts, references, and an opportunity to self assess their formal and informal skills.

The result? A positive experience for both, employer and participant.

Contact: Lorena Costa, Work Placement Coordinator, MISA, (902) 423-3607 ext..241 or [lcosta@misa.ns.ca](mailto:lcosta@misa.ns.ca)

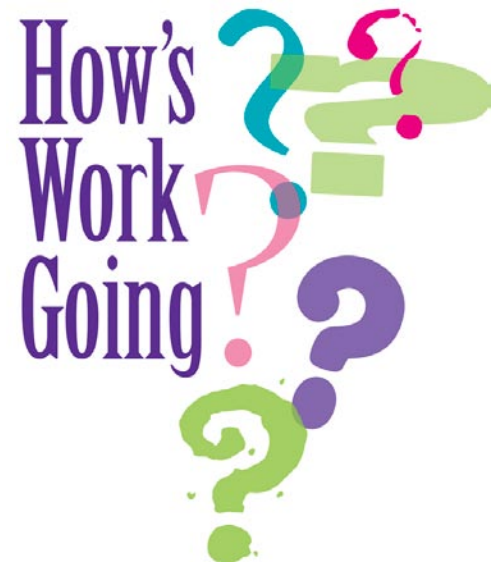
## Making a difference in an Internationally-Trained Professionals career path

The Mentoring Program focuses on assisting newcomers to Nova Scotia overcome barriers in integrating into their professional field or occupation. Mentoring provides you the opportunity to gain valuable cross cultural experience, a mutual exchange of ideas, information, and resources.

A mentor is matched with someone who has international work experience or training in the same trade, occupation, or profession. Mentors provide labour market information and guidance to resources about their profession, as well as advice on professional development. This helps mentees reach their true employment potential much earlier than they otherwise would. As a mentor, you are not responsible for finding your mentee employment. The time commitment is negotiated according to your availability.

Since 2004 more than 60 mentors have participated in the MISA Mentoring Program ranging from professionals in engineering, information technology, healthcare, teaching, finance, human resources, business, marketing, export and law. ■

Contact:  
Denise AuCoin,  
Mentor Program  
Coordinator, MISA,  
(902) 423-3607 ext..  
305 or  
[denise@misa.ns.ca](mailto:denise@misa.ns.ca)



The 2007 employee survey is taking place during the month of March. It is the second full-population survey of our public service. The results will continue to provide information to leadership to make improvements to the work environment for all employees.

It is an on-line survey this year. All employees should have received an E-mail with a random password to ensure the confidentiality of their response. If an employee did not receive a password or it was misplaced, they can send an E-mail to [HowsWorkGoing@gov.ns.ca](mailto:HowsWorkGoing@gov.ns.ca) or call 1-888-842-4777 to receive a new password.

The Evaluation and Audit Division of the Public Service Commission, as in previous years, will only see the survey results. A results report will be released Summer 2007.

To ensure we present the public service leadership with a representative view of the work environment, we need full participation. Please fill out your survey and encourage others to do so as well. What you think about your work environment matters! ■

If you have questions, please feel free to contact Nikki Holden (6655) or Cathy-Leigh Spencer (6456) at the Public Service Commission.

# HR Strategy Career Management Workshops

by Vanessa Hammock, Project Director, Human Resource Strategy, PSC

**H**ave you taken one of the Career Management for HR workshops being offered to all HR professionals in government as part of the HR Strategy for the HR Community?

These workshops were announced in January with a total of 13 workshops, scheduled for February and March.

Three workshops include:

- Career Management for HR General (MCP Employees)
- Career Management for HR Support Group (AS Employees)
- Coaching for Managers (within the HR Community)

**These workshops are all about you!**

“I attended the half day session of the Career Management for HR support staff, and highly recommend this session. It was a great opportunity to learn more about the HR competencies, and the session also provided valuable information on preparing an individual career development plan.”

The Career Management for HR workshop will help you think about and identify your career goals. You will be provided with tools to assist you in developing a plan to help achieve these goals. You will also be introduced to the new Competency Framework for HR. You will be shown how important these new competencies are to you as an HR professional and to the HR Community as a whole, and how these competencies can be incorporated into your Career Development Plan.

You will also be provided with an overview of how to prepare for a career discussion with your manager.

Here is what your colleagues are saying about these workshops:

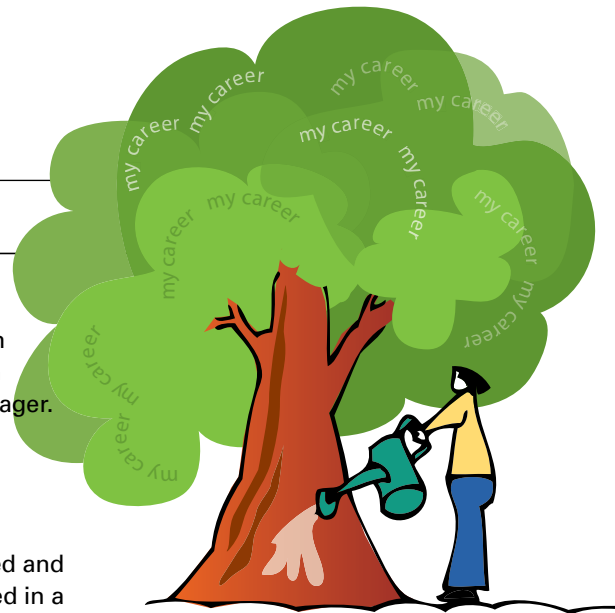
“This workshop was both focused and comprehensive and was delivered in a way that both hit home and gave hope. I now have the tools necessary to start effectively managing my career, both now and in the future.”

“The workshop was very informative and provided some excellent tools and resources which will certainly motivate employees to reflect and invest time in their career plans.”

“I attended the half day session of Career Management for HR support staff, and highly recommend this session.”

“The workshop provided a great overview of the new HR competencies and what developmental activities we can engage in to demonstrate the competency.”

“Reiterated the commitment to develop the HR Community with an integrated, big-picture approach to career



development. We can no longer just talk about the theory of development. We need to start walking-the-walk.”

For anyone in the HR Community who supervises or manages employees, The Coaching for Managers workshop is also for you.

It will help you better understand your role as a manager in the career development process. You will be provided with guidance on how to take time with employees to discuss career aspirations, how to listen and provide feedback, ideas and contacts and how to make choices to support development. Once employees have completed their Career Development Plans, they will be asking to meet with you as their manager for a career discussion--these workshops will help prepare you for these discussions.

All managers should take both the Career Management for HR General and Coaching for Managers workshops.

If you have not yet taken a workshop, there may still be time left to register for the March workshops, please go to **LearnNet** to check on workshop availability. ■

### First Annual GoverNEXT AGM

On February 14, 2007, the GoverNEXT Steering Committee hosted the very first annual general meeting. This was an opportunity to celebrate GoverNEXT successes and plans for the future, as well as introduce the new executive team.

### GoverNEXT to 2010

The Steering Committee will soon begin strategic planning for the next three years. Based on the feedback we get from our membership, we are hoping to build on the concepts of Building Bridges, Leadership, and Planning for the Future. This will provide direction longer-term, and for the activities we will offer in 2007-2008.

### GoverNEXT Goes West

Well, as far as Toronto, anyway. A group of 13 GoverNEXT members is attending the Institute of Public Administration of Canada conference on March 1 and 2. The conference, "Mind the Gap - the Changing Face of the Public Service" is a New Professionals conference.

### GoverNEXT Goes Global!

GoverNEXT has launched its website on the world wide web. Check us out at [www.gov.ns.ca/governext](http://www.gov.ns.ca/governext). GoverNEXT continues to provide its members with an intranet site at <http://iweb.governext.gov.ns.ca/>. ■



We welcomed Dr. Peter Aucoin to talk about challenges and opportunities in Nova Scotia's public service. Bob Fowler, DM for Treasury and Policy Board, Premier's Office and Communications spoke for a few minutes and introduced the premier. The highlight of the event was an informal Q&A session with Premier Rodney MacDonald.

## HR Strategy Luncheon

This year's HR Strategy for the HR Community luncheon was a smashing success.

More than 150 people turned out to enjoy the engaging MC Gail Boone, inspiring words of Deputy Minister Fowler, energetic entertainment by Linda Carvery, and informative HR Strategy update from Vanessa Hammock and Holly Bartlett.

An enormous thank-you goes out to everyone involved in the luncheon planning: Lynn Burgess, Brian Roach, Jeannette Sanchez-Smith and Holly Bartlett. Thank you also to those who volunteered with registration: Lydia Adisenu-Doe, Lynda Hotter, Gail McClare, Caroline O'Malley and Shelly Stone. Without their involvement the luncheon would not have been possible.

Feedback from the event was incredibly positive and has been shared with both the HR Executive Forum and HR Strategy Team.

92% of respondents felt they had a better understanding of the HR Strategy for the HR Community.

87% of respondents felt well informed on the progress of the HR Strategy during 2006 and the progress planned for 2007-2008.

97% of people believe that the HR Strategy for the HR Community will benefit the HR Community

98% of respondents agreed that future community-wide events are an effective way to provide future HR Strategy updates.

In response to the feedback provided, tentative plans for the HR Strategy include another community-wide event sometime in the fall of 2007. More information about this possibility will be provided when it becomes available. ■