



## Talent Management Consultant

Permanent, full-time (35 hours/week)  
\$89,580.40 - \$111,966.40 per annum

At the City of Leduc, our mission is People. Building. Community. We offer a collaborative and dynamic workplace where our values of Teamwork, Service, Respect and Leadership guide our conduct and contribute to a healthy culture. If you would like to work as part of a progressive organization and enjoy a fast-paced environment, then this may be the opportunity for you.

### Come work with us!

At the City of Leduc, we are committed to fostering opportunities for growth and innovation. As part of our integrated HR delivery model, the Organization Development (OD) team drives strategic programs that attract, develop, and empower a diverse and talented workforce. Here, your expertise will help design and deliver innovative talent management initiatives that build strong pipelines, strengthen performance, and prepare us for the future. Join a team where creativity is encouraged, collaboration is the norm, and your work truly makes a difference.

### What is the Opportunity?

Are you a strategic thinker who thrives on building innovative programs that develop people, strengthen teams, and drive organizational success? We are looking for a Talent Management Consultant to lead the design and delivery of impactful succession planning, workforce planning, competency and skills assessments, and performance management initiatives.

Reporting to the Manager, Organization Development, you will be a trusted partner to leaders across the City - bringing insight, creativity, and proven expertise to ensure our workforce is prepared for both today's needs and tomorrow's opportunities.

### What will you do?

- **Build and strengthen:** Design and lead innovative talent management programs—succession planning, workforce planning, skills assessments, and performance management—that align with organizational priorities and prepare us for the future.
- **Shape the future:** Implement strategic succession planning frameworks that prepare employees for critical roles across leadership, technical, and functional areas.
- **Collaborate for impact:** Partner with leaders and Employee Services colleagues to assess workforce needs, analyze talent data, and create workforce plans that align with organizational goals.
- **Assess and develop:** Build competency frameworks and lead skills assessments that identify gaps, align development plans, and guide training initiatives.
- **Drive performance:** Oversee the City's annual performance management program, ensuring fairness, alignment, and a culture of continuous feedback.
- **Advise and influence:** Provide expert consultation to leaders, deliver program training, and prepare insightful reports and recommendations to strengthen talent strategies.
- **Deliver results:** Apply change management and project management expertise to achieve impactful, measurable outcomes.
- **Measure and refine:** Monitor program effectiveness, leverage metrics and feedback, and continuously evolve strategies to meet emerging workforce needs.
- **Connect externally:** Partner with vendors and industry experts to bring fresh perspectives and resources into our talent management mix.

### Who you are?

- **Collaborative builder:** You design and evolve talent management programs in partnership with leaders and Employee Services, ensuring solutions are aligned, practical, and impactful.
- **Experienced:** You bring 3–5 years of experience designing and delivering talent management programs in complex, fast-paced environments.
- **Knowledgeable:** Hold a Bachelor's degree in HR, Business Administration, Organizational Development, or a related field. CPHR designation is considered an asset.

- **Tech-savvy:** Proficient with Microsoft Office and comfortable with HRIS systems (Workday experience a plus), you also bring strong project management skills to deliver results.
- **Strategic Thinker:** You anticipate future workforce needs, using data and insights to craft forward-looking strategies that position the organization for long-term success.
- **Influential partner:** Able to build strong relationships with senior leaders and influence change across the organization.
- **Adaptable & results-oriented:** Able to work independently, navigate changing priorities, and achieve measurable results.
- **Talent champion:** You are passionate about unlocking employee potential, building strong talent pipelines, and creating opportunities for growth at every level of the organization.
- **Strong communicator:** Exceptional facilitation, presentation, and stakeholder engagement skills.
- **Analytical & insightful:** Skilled at using workforce data and assessments to drive decision-making and strategy.
- Equivalencies are welcome—we value diverse experiences and unique career journeys.

#### What we Offer?

- **Impactful work:** Be a key player in shaping the future of our workforce and contributing to our company culture.
- **Flexibility:** Three weeks of vacation to start, plus a flexible mix of on-site and remote work and participation in an Earned Day Off (EDO) program.
- **Professional growth:** Professional development and career advancement opportunities.
- **Vibrant culture:** Become part of a dynamic and diverse team that values unique perspectives and fosters an environment of collaboration, creativity, and informed decision-making.
- **Comprehensive benefits:** Health, dental and wellness benefits, plus a healthcare spending account.
- **Pension plan:** Participation in the Local Authorities Pension Plan (LAPP).
- **Perks:** Free annual City of Leduc recreation pass with access to drop-in programs.

#### Important Notes

- The successful candidate must provide a current Criminal Record Check at their own expense.
- Please include a cover letter outlining how your experience aligns with this role.

#### Ready to Make a Difference?

If you're passionate about shaping talent strategies that prepare organizations for the future, we want to hear from you!

Apply today by submitting your resume and a cover letter at: [www.leduc.ca/careers](http://www.leduc.ca/careers)

Competition closes at 11:59 pm (MT) on **September 22, 2025**. Due to the high volume of resumes received, we are not able to respond to individual phone calls. This competition may be used to fill future vacancies at the same or lower classification level. We thank all applicants for their interest, however, only those selected for interviews will be contacted.