

**Job Title:** Assistant Deputy Minister, Enterprise Resource Planning Modernization

**Department:** Manitoba Innovation and New Technology

**Division:** Enterprise Resource Planning (ERP) Modernization

**Location:** Winnipeg, Manitoba

**Employment Type:** Term / Full Time

**Closing Date:** April 2025

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## Introduction

The new department of Manitoba Innovation and New Technology (MINT) helps Manitobans and businesses access and take full advantage of cutting-edge technology to create a culture of collaboration and creativity. This includes modernizing and improving government services, security, and networks throughout Manitoba.

The Assistant Deputy Minister is a member of a collaborative executive management team working together across programs and services to carry out responsibilities and achieve progress towards the department's mandate.

Manitoba Innovation and New Technology has a five-point mandate to:

- foster economic and social innovation for all Manitoba businesses and industries
- develop Manitoba's strong tech sector
- enable innovation and change-readiness across Manitoba's public sector
- strengthen cybersecurity for Manitoba citizens, businesses, and the public sector
- deliver quality responsive digital and technology solutions for the Government of Manitoba

The department delivers on each point with holistic strategies and actions that support and reinforce the overall mandate.

The Enterprise Resource Planning (ERP) Modernization Division leads the modernization of government's core platform for the management of financial resources, talent, supply chain, assets, and projects.

The Division is responsible for fully migrating from the legacy ERP solution (SAP ECC6) to the modern ERP solution (SAP S4/HANA). The Division is responsible for process re-engineering, training, and change management to improve the effectiveness and efficiency of each organizational unit that is migrated to the modern ERP solution and to improve the overall operational performance of government.

The Division is responsible for maintaining a benefits-driven business case for the program, and effective program governance that demonstrates accountability to the Treasury Board. The Division is responsible for effective management of the program and individual projects within the program with accurate and timely program and project charters, budgets, schedules, and status reporting. The Division is responsible for effective contract and vendor management and securing subject matter expertise across relevant functions.

The Division is responsible for closing out the program by operationalizing the modern ERP as an ongoing digital service provided by the DTS Division.

## Position Overview

As a member of the department's executive management team, the Assistant Deputy Minister (ADM) of Enterprise Resource Planning Modernization is responsible to lead and manage the division, provide advice and support to the Deputy Minister, and contribute to achieving the goals of government through cross-department initiatives.

### The ADM will:

- Build a respectful workplace culture that promotes diversity, learning and continuous improvement. Coach and mentor the management team and support individual and team development.
- Lead the development of strategic objectives, financial and business plans and operating principles for the division that are consistent with government direction, department goals and public expectations; evaluate outcomes and ensure all legal and reporting requirements are met.
- Direct the management of the human and financial resources of the division to deliver on operational and strategic mandates, ensuring the appropriate allocation of resources to maximize efficiency. Monitor and control expenditures and develops plans for future human and financial resource needs.
- Develop relationships with internal, cross department and external stakeholders; lead cross-department and corporate initiatives; represent the interests of the department in federal, provincial and territorial initiatives and discussions.
- Support the deputy minister by providing strategic options, comprehensive policy advice and recommendations using internal and external expertise. Provide briefings and advice to the minister and Cabinet.
- Serve as a member of the department's executive management team, advising and supporting the Deputy Minister on ERP transformation strategies, risks, and progress.
- Align ERP modernization initiatives with government priorities and cross-departmental objectives.
- Oversee process re-engineering, training, and change management to optimize operational effectiveness.
- Ensure the ERP solution enhances financial, talent, supply chain, asset, and project management functions.
- Maintain a benefits-driven business case that ensures accountability to the Treasury Board.
- Establish and oversee program governance structures to ensure effective decision-making.
- Ensure the development and management of accurate program and project charters, budgets, schedules, and status reports.
- Foster collaboration across departments to ensure seamless ERP adoption and integration.
- Lead communication strategies to manage stakeholder expectations and engagement.
- Promote user adoption through structured training programs and support mechanisms.
- Manage contracts and relationships with ERP vendors and service providers.
- Secure subject matter expertise and ensure effective vendor performance and accountability.
- Ensure a smooth transition of the modern ERP solution to the Digital and Technology Solutions Division as an ongoing digital service.
- Define long-term ERP operational support models, performance metrics, and continuous improvement strategies.

## Skills, Knowledge, and Abilities

**Success in this role requires an exceptional leader with the ability to work in a changing environment which requires both strategic thinking and leadership skills. We need a results-oriented, high performer who motivates others. The ADM must exercise good judgment in problem solving skills and making decisions. This position demands superior political acumen and excellent communications (verbal and written) skills.**

**The successful candidates will possess the following selection criteria:**

- Demonstrated ability to deal with ambiguity, leverage opportunities for innovation, find creative solutions to issues, and successfully manage change.
- Demonstrated resilience and the ability to respond to challenge in a professional, inclusive and constructive manner.
- Proven ability as a leader with a commitment to create, support and sustain a diverse environment that enables staff to achieve results and to develop and build organizational capacity for the future.
- Experience in developing technology and digital plans and solutions that meet unique divisional/departmental needs, while ensuring the strategic alignment and advancement of overall Manitoba government goals.
- Experience providing leadership and direction in the design and implementation of legislation, policies and programs.
- Senior management experience with responsibility for significant human and financial resources and experience translating strategic priorities into clear operational and business plans and delivering results.
- Strong verbal and written communication skills with experience managing complex, high-level internal and external stakeholder relationships, including fostering and developing teams, partnerships and alliances.
- Excellent political acumen demonstrated through experience providing strategic advice to senior leaders on complex topics and sensitive issues.

## About the Government of Manitoba

The Manitoba government offers rewarding careers to its employees who deliver hundreds of programs and services to the public. The government has a wide variety of departments, reflecting over 700 different types of jobs, located in communities across the province.

We are an employer that has a commitment to integrity, respect, diversity, inclusion and advancing reconciliation. The Manitoba government has a committed, caring and creative workforce that is passionate about contributing to and improving services to our communities and the lives of Manitobans.

## Transforming the Manitoba Public Service

It is an exciting time to be a public servant in Manitoba. We are in a period of profound technological, environmental, and socioeconomic change that compels us to evaluate the nature of our work and the essence of our culture.

[Transforming Manitoba Public Service: A Strategy for Action](#) was designed to help the public service move forward in a unified way. Created as a long-term strategy to modernize the public service, it guides the transformation of both the work and the culture of the Manitoba public service.

As part of the senior management team, you will be a leader in creating the conditions necessary to foster a public sector culture for the future.

## About Manitoba

The province of Manitoba is home to almost 1.3 million people who have a well-deserved reputation for being among the friendliest in Canada. No matter what your interests are, Manitoba offers everything from Polar Bear expeditions to gallery tours.

Our capital city, Winnipeg, has a population of over 700,000 and is located at the geographic centre of North America. Home to the world renowned Royal Winnipeg Ballet, the Canadian Museum for Human Rights and the NHL's Winnipeg Jets, Winnipeg is one of Canada's most historic and beautiful cities. Offering you four distinct seasons and the highest number of sunlight hours in Canada, you are guaranteed to find the life you're looking for in Manitoba.

Come see for yourself!

