

Position Identification			
Position Title	Program Manager, Scenario Planning		
Position Replaces	N/A		
Position Level	Employee	Position Code	1933
Pay Band	Exempt Band 5	Date (last revised)	Mar-24
Supervisor Title	Director, Financial Planning and Analysis	Sup. Position Code	1233
Additional Requirement	CRC	N/A	
Exclusion Rationale	Yes	Flexible Work Arrangement	Flexible Work
Division	Finance		

Organizational Description
<p>BC Transit is a provincial crown corporation responsible for the overall planning and delivery for all of the different municipal transportation systems within British Columbia, outside Greater Vancouver.</p> <p>Our Mission: Delivering transportation services you can rely on</p>

Department Summary
<p><i>The Financial Planning & Analysis (FP&A) department is responsible for the overall planning, development and scenario modelling of BC Transit's financial plan and funding requirements necessary to support BC Transit's corporate strategy, goals, and objectives.</i></p> <p><i>FP&A supports BC Transit's \$400M+ annual operating expenditure budget and works collaboratively with the provincial government and 88 local government partners to determine the funding requirements under the legislated funding model. Key responsibilities include budgeting, forecasting, analysis, financial performance reporting and short- and long-range scenario planning. The team also leads funding negotiations each year with the Ministry of Transportation & Infrastructure and Treasury Board.</i></p>

Job Overview
<p>Reporting to the Director, Financial Planning and Analysis, the Program Manager, Scenario Planning leads BC Transit's long-term scenario planning functions. This position provides subject matter expertise in modelling long-term operating and capital spending scenarios to support funding and treasury planning and inform decision making.</p>

This position is responsible for modelling and communicating the funding impacts of internal and external drivers, including their effects on local, provincial and other government partners. Collaborative, detail oriented and forward-thinking, the Program Manager, Scenario Planning plays a strategic role in guiding and informing senior leadership, the Board of Directors, the Ministry of Transportation and Infrastructure (MOTI), Local Government partners and other stakeholders to proactively support decision-making regarding the development and implementation of BC Transit's Strategic Plan, along with the low carbon fleet plan, the long-term capital plan, Transit Future plans and to achieve targets laid out in the CleanBC Plan and other Provincial mandates.

Core competency requirements for success in this position include strategic thinking, complex problem solving, analytical thinking, organizational awareness and relationship building, paired with strong technical finance experience.

Key Accountabilities and Expectations

Key Accountability	Expectation
<p>Scenario Planning</p>	<ul style="list-style-type: none"> • Responsible for the development and maintenance of a long-term scenario planning model in line with Provincial and BC Transit goals to ensure long-term funding security and stability. This model also supports local governments to enable informed long-term budgeting and forecasting. • Responsible for long-term cash flow modeling to determine long-term funding requirements for both operating and capital programs and communicates this to executive and the Province to ensure the borrowing needs are met. • Researches and captures key pressures on the long-term operating budget at BC Transit, including fuel pricing, long-term capital plan, fare policies, funding model, key initiatives such as the low carbon program and Provincial mandates. • Uses long-term scenario modelling to determine the viability of the operating and capital programs and feeds this information to enable development of future operating and capital plans. • Models the impacts of BC Transit's low carbon fleet program, in particular the earning and use of carbon credit revenues in accordance with prevailing accounting and legislative frameworks. • Adapts long-term, corporate level scenario planning to bespoke, niche scenarios to support stakeholders with specific projects. Supports the development of BC Transit's annual Treasury Board submission for operating and capital funding to ensure that these requests are in alignment with long-term financial planning. Builds strong working relationships with diverse internal and external stakeholder groups to work collaboratively on complex and sensitive situations. • Uses the model to enable and communicate the long-term forecasting of KPIs in alignment with BC Transit's strategic plan.

	<ul style="list-style-type: none"> Participates in division/corporate activities to assess and evaluate financial and resource management risks and needs, performance measures, and best practices; identifies, implements and supports change initiatives and continuous improvements.
Collaboration	<ul style="list-style-type: none"> Liaises with the Capital Planning department to incorporate projected impacts of the long-term capital plan, operating impacts of capital projects, and associated lease fee implications for local government partners into long-term financial outlooks. Represent Finance and/or BC Transit on various committees, task forces and teams. Contributes as a member of the divisional management team, identifying and taking action on program-related risks and opportunities, alerting the Director to critical issues. Anticipates the needs of, and provides analytical support to, other departments as required to ensure coordination and integration of special projects, partnerships and programs. Liaises with senior level staff to ensure financial scenario planning information is relevant and meets the prevailing needs of the organization, ensuring senior level decision-making is well supported.
Additional Duties	<ul style="list-style-type: none"> May provide coverage for the Director, Financial Planning & Analysis during absences. Performs related duties in keeping with the purpose and accountabilities of the job

Summary of Qualifications and Job Specific Competencies	
Education	<ul style="list-style-type: none"> University degree in Finance, Commerce or a related field. CPA or CFA is required (however equivalent qualifications or experience would be considered in certain circumstances).
Experience	<ul style="list-style-type: none"> A minimum of five (5) years budgeting, forecasting, scenario planning, treasury management. An equivalent combination of education and experience may be considered
Key job-specific competencies	<ul style="list-style-type: none"> <i>Experience with financial systems in a mid-to-large sized organization; experience using JD Edwards and Hubble software an asset.</i> <i>Demonstrated experience in multi-year financial modelling in a medium to large organization.</i> <i>Experience using Power BI or other business intelligence tools would be considered a strong asset.</i> <i>Strong written, verbal, presentation and relationship building skills</i>

	<ul style="list-style-type: none">• <i>Strong strategic thinking, critical thinking, problem solving and analytical skills.</i>• <i>Knowledge of data collection and analysis methodologies</i>• <i>Experience applying legislative frameworks and political awareness to complex situations.</i>• <i>Previous experience in a Finance role in a complex, public sector organization with an understanding of public sector entities is an asset.</i>
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