

Marie Bergeron

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PROFILE

- Extensive management experience of human, financial, informatics and material resources, and of team work
- Excellent knowledge of and experience in computerized systems implementation, operation and maintenance
- Solid experience in partnership building in both the public and voluntary sectors
- Solid experience in policy development, research and interdepartmental as well as private and voluntary sector consultation
- Demonstrated ability for action management and management of varying and complex activities and projects
- Flexibility, versatility, judgment, strong ethics and values
- Resistance to stress and ability to work under pressure
- Analytical ability and capacity for synthesizing
- Capacity to learn fast and adapt rapidly
- Bilingual (PSC Exemption)

EDUCATION

- 1996 Masters degree in Public Administration, ÉNAP - Hull
- 1986 Masters degree in Translation, University of Ottawa
- 1978 B.A. (specialized) in Translation, Université Laval (Secretary of State Scholarship)

AWARDS AND RECOGNITION

- 2008 Nominee for the AG'S Award for a Respectful Workplace
- 2007 Volunteer of the year, Association des diplômés de l'Université Laval
- 2003 Queen's Jubilee Medal, United Way Canada
Excellence Award, PSC
Certificate of Recognition, TBS
- 2002 Certificate of recognition, United Way Canada
- 2001 Chair's Award, United Way Canada
- 2000 Certificate of Recognition, Human Resources Council
- 1997 Recognition Award, Centraide Outaouais
- 1994 Special Contribution Certificate, Canadian Heritage

WORK EXPERIENCE

December 2005 - *Principal, HR Management Audits*
Office of the Auditor General of Canada

Responsible for HR management audits in the federal public service departments and agencies as well as in Crown Corporations. Direction of a team of 7 auditors. OAG HR internal specialist. Responsible for the public service HR portfolio : Privy Council Office, Public Service Commission, Chief Human Resources Officer, Canada School of the Public Service, Public Service Staffing Tribunal and Public Service Labour Relations Board.

June 2002 - *Regional Director General*

November 2005 National Capital and Eastern Ontario Region, Public Service Commission (PSC)

Responsible for the development and delivery of integrated services in the areas of external recruitment, staffing for non-delegated entities, priority administration, language assessment, student and employment equity programs for public service federal departments and agencies. Managed a multi-disciplinary team of 100 HR professionals, technicians and support staff (budget of 4.5 million).

Nov. 2001 - *Director, Generalship Project*

May 2002 Office of the Special Advisor to the Chief of Staff (Professional Development)
National Defence

In the context of the development of the professional development strategy for the Canadian Forces (CF) senior military executives (General and Flag Officers), devised the conceptual framework, interviewed military and PS and private sector senior executives, planned and organized the annual symposium for newly promoted General and Flag Officers.

**February to
November 01** *Visiting Executive*
Association of Professional Executives of the Public Service of Canada (APEX)

- *Annual Symposium* : coordination of workshops, communications activities and production of a video featuring three former Clerks of the Privy Council
- *Modernization of the HR management*: development of the communication strategy pertaining to the Quail Task Force Canada-wide consultations; delivery of 11 consultation sessions; drafting of session reports; development of briefing package for presentation to various department and agency management committees.
- *APEX Committees*: staffed the Steering Committee on HR Reform, developed and delivered 5 consultation sessions on the appeals process and drafted the final report. Liaised with the Human Resources Council and establishment of common issues and means of cooperation Drafted report to PSC President on the consultations related to regional recruitment and staffing. Drafted the APEX position in response to the Fryer Report on labour-management relations in the PS.
- Recruited 27 new members.

January 01 *Future Directions Forum*
Treasury Board Secretariat Advisory Committee (TBSAC)

On special assignment at the request of TBSAC, member of the task force (composed of fifty-three public

servants) which drafted a vision and recommendations on the future management of human resources in the federal public service.

January to Dec. 2000 ***Executive Director***
Military Police Complaints Commission (MPCC)

- Managed a team of 20 professionals and support staff (budget of 4.5 million)
- Defined, articulated and promoted the vision, mandate, values, strategies and policies of the agency
- Developed, implemented and managed the operations, communications, informatics, finance, human resources and administration functions
- Drafted the Treasury Board Submission (budget, independent status and parliamentary vote)
- Drafted and concluded the MOU with a service provider for the provision of financial and human resources services and with the CFGB for shared accommodations
- Developed the strategic communications plan
- Drafted the Commission's first annual report

June 97 to January 00 ***Director General, Corporate Services***
Office of the Commissioner of Official Languages (OCOL)

- Managed a team of 28 professional and support staff (in addition to the functional direction of 126 FTEs, including 5 regional offices (budget of more than 10 million)
- As Senior Financial and Human Resources Officer, provided strategic and corporate orientation in the areas of human, financial, informatics and material resources
- Rationalized financial operations by introducing managers' accountability at all levels and appropriate control mechanisms
- Implemented the Information Management Committee, the *Policy on the usage of electronic networks*, rationalized the IT network and converted the IT environment from DOS to Windows.
- Reinstated the Labour-Management Committee and the Senior Management Committee, oversaw the implementation of the Universal Classification System Project (UCS) and implemented the Recognition Awards Committee
- Managed the transition between the two Commissioners and installation of the newly appointed Commissioner
- Managed an OAG audit (with linkages to the PCO) and a CHRC EE audit

September 1994 to May 1997 ***Director, Ministerial Correspondence Secretariat***
Corporate Services, Canadian Heritage

- Supervised a team of 65 professional, support staff, students and consultants (budget of over 2 million)
- Managed the activities related to correspondence and invitations for the Minister, the Secretary of State and the Parliamentary Secretary
- Liaised with the Minister's Office, managed departmental staff in the Minister's Office and provided financial administrative and logistics services, including secretarial and reception services
- Followed-up on grants and contributions files between the Department and the Minister's Office and MPs and client groups
- Managed the computerized Correspondence and Executive Information Control System (Domus) for the Department

- Re-engineered the correspondence function and integrated two sectoral ministerial correspondence units with the Ministerial Correspondence Secretariat
- Reduced the correspondence backlog of 10,000 files to 200 files in four months

1985 to 1994 Various positions within Canadian Heritage and Secretary of State

Project Coordinator, Official Languages Support Programs (94)

Executive Assistant: 08.93 @ 03.94, ADM, Citizenship and Canadian Identity Programs; 05.92 @ 07.93, ADM Official Languages, Translation and Education Support; 11.89 @ 01.92, ADM, Management Practices

Director, Management Improvement, Management Practices (92)

Assistant Director, Service Contracts (89)

Chief, ATIP Secretariat (87 to 89)

Senior Planning Officer, DG's Office, Informatics and Administrative Policies and Services (87)

Director's Assistant, Cost Recovery Working Group (86-87)

Director's Assistant and Chief, Inventory and Quality Control, Service Contracts (85-86)

Translator and Terminologist, Translation Bureau (78 to 85)

INTERDEPARTMENTAL COMMITTEES & EXPERT CONSULTATIONS

2008 - HR Committee, OAG

2005 - Compensation Study Committee; Performance Management Committee & Recruitment & Retention Focus Group (OAG)

2004 - 05 PSC APEX Departmental Representative; APEX Awards Committee

2004 Assessor for the CAP Program

2003 Assessor for the CAP and MTP Programs

2002 Selection Committee member for EX competitions

2006 Leader of the OAG Government of Canada Workplace Charitable Campaign

2004 Champion of the PSC Government of Canada Workplace Charitable Campaign

2003 Leader of the EX Core Group, PSC

2002 Invited participant on the Round Table on Equity and Access to Education for Minority Francophone Women, *Réseau national d'action-éducation femmes*

1999-2002 Member of the *Working Conditions Committee*, APEX

1999 Member of the *PSC Working Group Examining the Public Service Employment Regulations*

1998-2001 Elected member of the Executive Committee of the *Small Agency Administrators Network*

1998-2000 Elected member of the *Human Resources Council*

1997-2000 Member of the *Sub-committee on HR Performance Measurement* and of the *Sub-Committee on Ethics*, Human Resources Council

1997- 1999 Member of the *EX Selection and Promotion Committee*, APEX

1994-1997 Member of the *Forum for Corporate Secretaries*; Member of *Committee responsible for the RFP on the Management of Executive Information*, TBS

LEARNING ACTIVITIES

- 2005 - Labour Relations Planning & Management Framework (CSPS); Various management & auditing courses (OAG)
- 2003 Leadership in transition and Diversity in action, CCMD
- 1999 Hay Classification System
- 1998 Drafting and evaluating job descriptions (UCS), TBS)
- 1995 Strategic Crisis Management; Continuous Change Management, CCMD
- 1996 Executive Leadership course, CCMD
- 1993 Assessment Centre for Executive Appointment, PSC
- 1989 Career Assignment Program course, CCMD

PARAPROFESSIONAL AND VOLUNTEER ACTIVITIES

- 2008 – 09 Member of the APEX CEO Selection Committee
- 2007 – 08 Chair, By-law Review Committee, APEX
- 2006 - Member of United Way Ottawa Leadership Giving Committee
- 2006 – 07 Member of APEX Audit Committee
- 2005 - 07 PSC Representative (05) and Executive Committee member of the Foundation for the Study of Government Processes in Canada (Forum for Young Canadians)
- 2005 - Elected member and Secretary (07) of the APEX Board of Directors; Coordinator of the PS Women's Network
- 2005 – 06 Member of the National Cabinet for the Government of Canada Workplace Charitable Campaign; Vice-Chair of the *Association des citoyens du Manoir des Trembles*
- 2004 - Translator (voluntary basis) for APEX; member of the Coordination Committee of the Secretary of State Alumni
- 2001- 05 Board Member of the National Voluntary Organization
- 2003- Translator- Revisor (contract), Association of Professional Executives of the Public Service of Canada (APEX) and Volunteer Canada
- 2002- 03 Chair, Annual General Meeting, Syndicat de copropriété Le Neufchâtel and Syndicat de copropriété Les Jardins du Château
- 2001- 03 Chair, Policy Group on Strategic Alignment, *United Way of Canada*
- 2001- Board Member of the *National Voluntary Organizations Coalition (NVO)*
- 1999- Chair (03 -), Regional Vice-Chair (99 – 05) and member of the board of the *Association des diplômés de l'Université Laval (ADUL)*, Outaouais
- 1999 Volunteer for the *Keskinada Loppet*, Hull
- 1998-99 Vice-chair, *Syndicat de copropriété Le Neufchâtel*
- 1996-02 Board Member - Regional Vice-Chair (Québec) and Chair (until 2001) of the *Assemblée des Centraide du Québec, United Way Canada*
- 1994-96 Chair (96) and Board member, *Conseil des gouverneurs* of the *Association récréative des Jardins du Château* ; Vice-Chair, *Kinexsports* (96)
- 1992-98 Chair (95 to 97), Vice-Chair (94), Member of the Executive Committee (93), Member of the Board (92 & 98), *Centraide Outaouais*
- 1990 Member of the *Commission des études*, ÉNAP-Québec (Outaouais Representative)
- 1988-90 Founding President, *Association des diplômés et étudiants de l'ÉNAP*, Hull
- 1983-84 Lecturer (Terminology - BA Translation) *University of Ottawa*
- 1982-85 Section Representative, *Translators, Terminologists & Interpreters' Union (CUPTE)*
- 1979-82 Member of the Executive Council, CUPTE

PUBLICATIONS

- 2001 Reforming Human Resources Management in the Public Service of Canada. APEX Position Paper. [Member of the drafting team]
- 1999 Report on EX Selection and Promotion - Part I - Principles, Values and Modernizing the System. EX Selection and Promotion Committee. APEX (Committee Member)
- 1996 Diagnostic visant l'établissement du cadre de planification stratégique de Centraide Outaouais. Masters thesis. ÉNAP
- 1986 La qualité de vie au travail et sa terminologie. Masters thesis. University of Ottawa. 300 p.
Dictionnaire canadien des relations du travail (1986). Special cooperation to the second edition. PUL, 993 p.
Insurance Glossary. Terminology Series. Secretary of State. 97 p.
- 1983-85 Work Systems Glossary (85); Labour Relations Glossary (84); Finances Glossary (83) Secretary of State.