

Workplace Strategist, Integration

Winnipeg, MB, Canada **and 3 more**

JOB DESCRIPTION

Who We Are

BGIS is a leading provider of customized facility management and real estate services. With our combined team of over 6,500 globally, we relentlessly focus on enabling innovation through the services we deliver, while actively looking for new opportunities that will enable innovation for our clients' businesses. Globally, we manage over 320 million square feet of client portfolios across 30,000+ locations in North America, Europe, Middle East, Australia and Asia. Further information is available at www.bgis.com

We are looking to have a full-time Workplace Strategist, Integration join our team! This position can be held hybrid from any of our BGIS office locations in Winnipeg, Calgary, Edmonton or Vancouver.

SUMMARY

The **Workplace Strategist, Integration** consults with clients and organizations to ensure coordination of communications, connections, direction and outcome. The workplace strategist is the connector who is poised to identify key opportunities and correlations, and acts ensure the necessary links and adjustments are made. The Workplace Strategist Integration ensures that all participants have the information, connections and framework needed to execute their part of the project, while advocating for the occupant satisfaction as the project outcome. Working closely with the client organizations, the Workplace Strategist develops and delivers solutions that aim to integrate all work streams in the delivery of workplace fit up and workplace transformation. Solutions can be inclusive of early consultation & engagement, and the development and roll out of interior design, furniture procurement, relocation, sustainable decommissioning, change management programs. The

Workplace Strategist should have experience working experience in the areas of workplace transformation, and real estate modernization.

KEY DUTIES & RESPONSIBILITIES

People Leadership

Demonstrates strong, competent leadership for team members to guide them in reaching their full potential and meeting their objectives, which supports achievement of our corporate goals. Specifically, these responsibilities include but not limited to:

- Full involvement with recruiting talent.
- Provides mentoring, coaching and guidance to team members.
- Objectively recommends compensation adjustments.
- Manages all aspects of performance.

Project leadership & integration

- Acts as the primary contact and project lead for medium to large mandates and provides direction and reviews work of other team members as required to ensure timely, successful implementation of projects & initiatives.
- Act as workstream integrator the medium to large projects.
- Collaborates with client account teams and project managers to deliver project excellence.
- Builds partnerships with internal and external concerned parties to enable the project from inception to completion.
- Identifies concerned parties and assembles the core project team.
- Maintains project schedule and budget to ensure it is in line with the approved mandate.
- Leads project meetings to define key goals and objectives.
- Leads milestone meetings with internal / external team members and project concerned parties.
- Ensures intake of project information is robust and validated and disseminates accordingly.
- Tracks and evaluates decisions for impacts to other work streams or desired outcomes.
- Identifies connections, opportunities, interdependencies and acts to create a communication network to support.
- Acts as main point of contact for the tenant, PSPC, the project groups and other participants.
- Coordinates all communications and activities across all major contributing concerned parties, departments, and working groups.
- Coordinates and distributes reports from the Project Team and Workplace Solutions.

- Sets the pace and trajectory of the project and inter-team communications.
- Confirms design intent throughout the life of the project and communicates the vision for the project as an advocate for the occupant.
- Resolves conflict and solves problems in a practical and healthy manner.
- Cultivates and manages healthy relationships with strategic partners and vendors.
- Consistently demonstrates a passion that values alignment, focus, simplicity, and clarity across the organization.

Reporting & Communication

- Provides reporting to the client on a regular basis for each project as defined by the delivery plan.
- Provides information as required to support internal & account reporting requirements.

Client Relationships

- Ability to maintain and build client relationships and support the management of key client accounts (where appropriate) with a pipeline of work overtime.
- Assists with business development opportunities such as scope definition, fee and proposal development.

KNOWLEDGE & SKILLS

- University or College Degree (Bachelors level or greater).
- Three (3) to Five (5) years' experience in corporate workplace experience, and or project delivery services including but not limited to interior design, project management, corporate real estate.)
- Education and certification in one or more of the following areas: Interior Design, Change Management, Project Management, Facilities Management or related fields.
- Ability to manage medium to large projects.
- Proficient in MS Office (Outlook, Word, Excel, PowerPoint,), Adobe Acrobat, MS Project Experience working with and communicating to senior project audiences.
- Excellent meeting leadership skills.
- Experience working in workplace transformation.
- Excellent verbal and written communication skills.
- Strong organizational and time management skills.
- Strong analytical skills.
- Service driven.

This is a regular, full-time position with a salary range of

\$73,600 - \$92,000 per annum. The starting salary will be based on the successful candidate's competencies, including but not limited to experience, education and performance related to this role.

At BGIS we believe that diversity and inclusion is a key business driver, such that we never lose sight of its importance as it is woven into the fabric of our organization. We are committed to maintaining a barrier-free recruitment process by providing equal employment opportunities through recruiting and retention of individuals of all backgrounds. We recognize that promoting diversity is an essential component of our continuing pursuit for organizational success!





BGIS is an equal opportunity employer and we welcome you to apply for a position with us! If you require accommodation during the recruitment process, please contact us at [askHR](#). Upon request for accommodation, we will consult with the applicant in question and provide, or arrange for the provision of, a suitable accommodation in a manner that takes into account the applicant's accessibility needs due to disability.

#LI-HG

#LI-Hybrid

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JOB INFO

Job Identification	223123
Posting Date	03/12/2025, 04:54 PM
Job Schedule	Full time
Locations	 Winnipeg, MB, Canada
	 Vancouver, BC, Canada
	 Edmonton, AB, Canada
	 Calgary, AB, Canada
Working Arrangement	Hybrid
Assignment Category	Full-time regular