

Winona Lafreniere

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PROFESSIONAL PROFILE

Community/Indigenous Relations

- ☆ Successful establishment of mutually beneficial relationships between government, industry proponents, regulatory bodies, and Indigenous communities in Western Canada
- ☆ Excellent working knowledge of federal and provincial environmental regulations
- ☆ Strategic engagement with employers to assess employment requirements, training opportunities and capacity to determine readiness on projects
- ☆ Innovative creation of Environmental Monitoring training program in northern Alberta
- ☆ Strategic leadership of Indigenous team (GOA and Midwest) in identifying key strategic priorities and negotiating agreements in collaboration with local and regional communities
- ☆ Responsible for the creation of essential skills readiness training programs and policies along with delivery and facilitation that resulted in increased community and industry employability
- ☆ Supervised and conducted quarterly performance reviews for a team of eight
- ☆ Consistently maintained over 90% accuracy and timeliness rates in reporting of projects

Project Management

- ☆ Management of portfolio of 12 pre-employment readiness projects under the Alberta's Ministry of Labour expending \$1.8 million over a one-year period
- ☆ Work with change management and transition teams to implement diversity and inclusion training with new systems and processes
- ☆ Evaluated and secured vendor contracts for training phase of project through third party vendors
- ☆ Responsible for increased project outcomes with GOA that led to 30% growth in funding levels
- ☆ Organizing and conducting weekly meetings with partners and other community leaders

Employment Readiness

- ☆ 5+ years providing curriculum development and facilitating, resume writing, job search, interview techniques, conflict resolution and labour market research
- ☆ Created and led monthly employment readiness workshops: workplace etiquette, resume writing, interview techniques, job search and coaching with 4.5/5 evaluation scoring
- ☆ Consistently exceeded employer expectations during performance reviews
- ☆ Coordination of training launch events, education, and delivery across Western Canada
- ☆ Served as SME on various boards/committees that led to positive changes

Workplace Communication

- ☆ Strong computer skills in Word (75 wpm), Excel, PowerPoint, Outlook, Photoshop, ISNetworld, StakeTracker, SharePoint, Mobius, CMAS, Keto, and virtual engagement platforms/software
- ☆ Coordination of lunch and learn activities along with publications such as newsletters, news releases, brochures, posters, fact sheets for the Government of Alberta, Ruperstland Institute, etc.
- ☆ Development and facilitation, presentations, budgets, financial reports, and status reports
- ☆ Troubleshooting deficiencies in office equipment including photocopiers/printers, computers, FAX machines, multi-line phone systems

WORK EXPERIENCE

Nov/20 – Present	Project Manager Indian Resource Council, Calgary, AB
Nov/17 – Present	Community Builder/Owner Indigenous Innovative Solutions Inc., Calgary, AB
Aug/17 – Oct/19	Indigenous & Community Relations Advisor Midwest Pipelines Inc., Calgary, AB
Dec/14 – Aug/17	Indigenous Partnership Coordinator Government of Alberta – Ministry of Labour, Grande Prairie, AB
Feb/08 – Dec/12	Land Management Officer/Consultant Indian and Northern Affairs Canada, Fort Qu'Appelle, SK

VOLUNTEER EXPERIENCE

Wetland Advisor, Wetland Training Centre (Ducks Unlimited), Grande Prairie, AB - Jan 2019 - Present
Leadership Council Member, Workforce Forward, Calgary, AB – July 2019 – Present
Board Member, Evergreen Learning and Innovation Centre, Grande Prairie, AB – 2016 - Present
Board Member, Alberta Indigenous Construction Careers at Norquest, Edmonton, AB – 2019 - Present

EDUCATION

Project Management Certificate, Simon Fraser University, Vancouver, BC - 2021
Supervisory Development Citation, University of Alberta, Edmonton, AB - 2015
Legal Secretary Diploma (Honors), CompuCollege School of Business, Vancouver, BC - 1996
Bachelor of Arts Degree, University of Manitoba, Winnipeg, MB - 1994

INDUSTRY CERTIFICATIONS

Standard First Aid / CPR "A" with AED, Cansafe Safety Services, Expires September 17, 2023
H2S Alive, Energy Safety Canada, Expires September 18, 2023
Pipeline Construction Safety Training, CLAC – AB, Expires September 25, 2022
Workplace Hazardous Materials Information System, CLAC – AB, Expires September 16, 2023
Defensive Driving, Fleet Safety International, Course Completion, Current
Class 5 Driver's Licence and Clean Driver's Abstract, Alberta Government, Current

REFERENCES

Dan Lavallee, Team Leader, Midwest Pipelines Inc, Calgary, AB (403) 828-9709
Joan McDermott, Supervisor, Government of Alberta, Grande Prairie, AB (780) 538-5641
Steve Saddleback, Project Coordinator, Indian Resource Council, Calgary, AB (403) 828-8273