

NICOLE PRIDDLE

47 Thomas Street, Enfield, Nova Scotia B2T 1T7 902.883-2211 nicole_priddle@live.ca

PROFESSIONAL SKILLS AND ABILITIES

Management	Research	Program/Group	Knowledge Areas/Interests
<ul style="list-style-type: none">Organizational / Program Design, and Governance and Reporting Processes	<ul style="list-style-type: none">Policy Analysis	<ul style="list-style-type: none">Team Leadership and Process Facilitation	<ul style="list-style-type: none">Risk Management (Assessment Process) in Federal Settings
<ul style="list-style-type: none">Thorough Project Management Skills	<ul style="list-style-type: none">Research Design, Implementation and Analysis (Quantitative and Qualitative)	<ul style="list-style-type: none">Program Design, Implementation, and Evaluation	<ul style="list-style-type: none">Integrated Planning
<ul style="list-style-type: none">Excellent Verbal and Written Communication Skills	<ul style="list-style-type: none">Assessment of needs and options	<ul style="list-style-type: none">Individual/Group Support, Advocacy and Training	<ul style="list-style-type: none">Logic Model Development and Performance Management Implementation
<ul style="list-style-type: none">Hiring / Supervision of staff and volunteers, and building effective teams / networks	<ul style="list-style-type: none">Program Evaluation	<ul style="list-style-type: none">Workshop Design, Event Planning and Implementation	<ul style="list-style-type: none">Strategic Planning
<ul style="list-style-type: none">Proposal Development and Review	<ul style="list-style-type: none">Individual and Group Interviewing	<ul style="list-style-type: none">Communication Support and Promotions/Distribution Planning	<ul style="list-style-type: none">Population Health/ Health Promotion
<ul style="list-style-type: none">Proficiency in Microsoft Office, Word Perfect, Internet, MAC, SPSS	<ul style="list-style-type: none">Community Consultation and Research-Based Planning	<ul style="list-style-type: none">Cross-Jurisdictional Engagements	<ul style="list-style-type: none">Internal Audit

PROFESSIONAL EXPERIENCE

Department of Fisheries and Oceans Dartmouth, Nova Scotia

2009 - 2010

A/Regional Manager, Operational Planning

Responsible for developing and implementing operational planning processes and tools and coordinating regional implementation and reporting. Developed a regional Integrated Business and Human Resources Plan, and acted as regional representative on national committees including the Risk Coordinators Network, Integrated Planning and Reporting WG, and Management Resources and Results Structure (MRRS) WG. Coordinated regional input and official responses including the preparation of business plans and risk profiles, and coordinated input in the Departmental Performance Reporting (DPR), the departmental Program Activity Architecture (PAA) and Performance Measurement Framework (PMF). Established regional committees and Terms of References to support operational planning and implementation. Acted as regional point of contact for the development of evaluation and audit plans and recommended common strategies and processes for the preparation of service level agreements. Delivered training sessions to

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sector staff about performance measurement and logic model development. Assisted in the process of proposal development for a Mi'Kmaq Student Internship pilot partnership between DFO and KMK. Participated on the planning committee for a Regional Public Service Renewal Workshop and provided advice on follow-up commitments.

Public Health Agency of Canada (PHAC) / Health Canada (HC) Halifax, Nova Scotia

2007-2009

Evaluation Consultant/Policy Advisor, First Nations and Inuit Health (FNIH)

As a Regional Evaluator for the Canadian Prenatal Nutrition Program (CPNP), responsible for the regional distribution and collection of evaluation tools, advice on the development and improvement of tools and preparation of evaluation reports and analysis. Provided communication and ongoing support to program consultants, committees and at workshops, including developing frameworks for quantitative and qualitative analysis. Participated on HC's Intergovernmental Evaluation Committee and PHAC Regional Evaluation Committee. Provided input on approaches to analysis and contracting of consultants.

As a Policy Advisor for the Policy and Strategic Planning Directorate of FNIH, HC, responsible for research, reporting, analysis and advice to the regional leadership team and FNIH Atlantic Directors on key policy issues (e.g. briefing notes and strategic papers related to FNIH health issues). Assumed role as Health Canada lead on Tripartite and cross-jurisdictional engagements including the NS Tripartite Health Committee project: Exploring Health Priorities Project, as well as planning support and implementation of other priorities. Provided strategic planning advice, intergovernmental support and group facilitation to committees and working groups (e.g. Mental Health and Addictions; Atlantic Capacity Committee; Panorama Advisory Committee; Program Policy Communications Committee). Provided input in the development of indicators for regional operational planning, and acted as FNIH representative for Health Canada's Policy Network.

Department of Fisheries and Oceans Dartmouth, Nova Scotia

2006-2007

Strategic Planning Officer, Real Property Safety & Security Branch

Assisted in the management of leased inventory for Maritimes and Gulf Region departmental assets, including consultation to determine space requirements, application/development of space standards, preparation of accommodation strategies, and liaison with PWGS in the tendering process. Advanced minor capital planning activities by preparing Project Information Sheets and Project Priority Ranking Exercises and applying the departmental risk management framework to minor capital planning processes, and with other RPSS branches, planning and implementing regional minor capital projects. Prepared Treasury Board Submissions for Major Capital Planning activities, including committee participation and preparation of divestiture and relocation plans and cost benefit options analysis. Assisted in preparing and presenting a Regional Planning Framework for the RPSS organization (e.g. Roles & Responsibilities and Accountability Matrix) and provided input on communication processes as required.

Public Works and Government Services Canada Halifax, Nova Scotia

1999 – 2006

Strategic Analyst

Served as a resource and provided advisory services to the Regional Director General (RDG)/Executive office and Client Service Board. Prepared environmental scans, client strategies, profiles and business plans, provided input on the regional strategic plan and departmental responses, and supported event planning. Communications support and promotions plans related to strategic initiatives and agenda process development,

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including preparation of terms of reference, tracking issues and follow-up for regional forums.

Dalhousie University and Saint Mary's University 1997-1999
Halifax, Nova Scotia

Role as a teacher assistant involved organizing syllabuses and grading strategies, marking assignments, papers and exams, and being a resource contact for students.

A.F.F (Atlantic Frozen Foods) and Prime Cuts Food Services 1992-1994
Dartmouth, Nova Scotia and Saint John, New Brunswick

Held positions as a phone room supervisor and direct sales representative. Responsibilities included communication with clients, training telemarketers and sales representatives, planning weekly schedules and co-management of all aspects of the business, including validating sales contracts.

EDUCATION

Master of Public Administration (Co-op Program) 2000
Dalhousie University, Halifax, Nova Scotia

Bachelor of Arts (Honours Sociology with Thesis) 1998
Saint Mary's University, Halifax Nova Scotia

Honours thesis research focused on exploratory research of media, legal and medical perceptions and responses to violence against women versus the perceptions of women experiencing abuse.

COMMUNITY / VOLUNTEER ACTIVITIES

School Advisory Councils (SAC) for Caledonia Jr. High and Michael Wallace Elementary 2004-2008
Dartmouth, Nova Scotia

Chair role at Michael Wallace (2004-2006) and parent member at Caledonia Jr. High (2006-2008). Involvement in community/stakeholder engagement about school policies and codes provided input on Planning for Improvement goals and strategies and participated on the selection board for the hiring of a Principal.

Member of PWGSC EE & Diversity Committee 2002-2004
Halifax, Nova Scotia

AWARDS

- Tom Merklinger Award (Policy Analysis) - Dalhousie University (2000)
- Public Administration Alumni Award (2000)
- Faculty of Graduate Studies Scholarship (2000)
- Deans List, Saint Mary's University (1998)
- SMU Achievement Scholarship (1998)

AFFILIATIONS

- Former member of IPAC (Institute of Public Administration of Canada).

INTERESTS

Outdoor recreation (running, swimming, biking, cross-country skiing); music; baking; gardening; knitting; reading.

REFERENCES

Available on request