



## INTERNAL / EXTERNAL POSTING

**POSITION TITLE:** DIRECTOR, INFORMATION MANAGEMENT  
*Competition #09-001*

**DIVISION:** Corporate Services Division / Information Management Branch

**REPORTS TO:** Executive Director, Corporate Services – Ann Hammond

**SALARY RANGE:** \$93,156 to \$118,296 per annum

**DEADLINE:** Friday, January 16, 2009  
To be submitted by 4:00 p.m. to  
Human Resources  
50 Corriveau Avenue  
St. Albert, AB T8N 3T5  
(780) 447-8918 (fax)

### SPECIFIC SKILLS/BACKGROUND REQUIRED:

- A degree in a related field, plus extensive experience working in progressively more responsible positions in diverse, complex organizations
- At least 5 years Information Management experience
- Solid understanding of relevant legislation and regulations including FOIP and Records Management
- A strong background in providing leadership to a group of Managers and the management of multiple concurrent projects
- Knowledge of current project management methods and techniques

### BRIEF JOB DESCRIPTION:

Are you a proven leader seeking a dynamic team of professionals and a progressive environment? Then the Information Management Branch of the Alberta Gaming and Liquor Commission (AGLC) may be a fit for you.

The Director and the Information Management team provides leadership, specialized knowledge and strategic direction to ensure that information in all mediums (paper and electronic) is managed as a corporate asset in the AGLC. Your team has responsibility for information access, privacy protection, information security and records management and works closely with all areas of the AGLC to facilitate strong management of information assets..

We are looking for an individual to lead the team and the AGLC in the development and implementation of up-to-date, consistent and clear information management principles, processes and practices. Your team will ensure that the critical function of the management of information assets is coordinated and disciplined, supports effective and efficient operations, and optimizes the value of all types of corporate information. The team is responsible for information access, privacy protection, information security, records management and works closely with all areas of the AGLC to facilitate strong management of information assets.

Your extensive knowledge of current Information Management technologies will be an asset when assessing and recommending new technologies and applying them in a way that will have a positive impact on the efficiency, effectiveness and integrity of the AGLC. The gaming and liquor environments in Alberta are dynamic and multi-faceted creating a challenging and progressive working climate.