



**Role: Learning and Development Manager (Coach/Facilitator)**

**Job Type: Full Time - Permanent**

### **About Us**

PowerUp Leadership is a privately held corporation based in Halifax Nova Scotia Canada that has grown quickly since its inception in 2018. PowerUp Leadership was founded with the vision of creating more inspired leadership in our workplaces. This value is central to everything we do, and the reason why PowerUp exists. The word "Inspire" means to excite, encourage, or breathe life into. When you inspire someone, it is as if you are blowing air over a low flame to make it grow.

Power HR's mission is to create 1,000,000 inspired leaders by 2033 by partnering with client organizations to create a culture of Inspired Leadership™ that focuses on coaching and developing talent.

### **Our core solutions include:**

- Leadership Coaching
- Team Coaching & Facilitation
- Team Training
- Talent Assessments (recruitment & development)
- Succession Planning
- Talent Road Maps
- HR Professional Support

For more information about us, visit [www.powerupleadership.ca](http://www.powerupleadership.ca).

## **Position Summary**

Based in Nova Scotia, the Learning & Development Manager will partner with client organizations to assess needs, deliver engaging learning experiences, and measure outcomes that drive leadership growth and organizational effectiveness.

The Learning & Development Manager will play a lead role in designing, facilitating, and delivering high-impact leadership development and coaching programs for PowerUp Leadership's clients. This role requires a seasoned professional with 8–10 years of experience in learning and development, strong facilitation skills, and an ICF coaching credential (ACC, PCC, or MCC preferred).

This role requires a self-starter with strong technical knowledge, facilitation skills, and the ability to commute to client sites within Nova Scotia when required.

## **Location**

Hybrid role based in Halifax, Nova Scotia

Must be able to comfortably commute to client locations across in Atlantic as needed.

## **Key Responsibilities**

- Design and deliver engaging leadership development programs, succession planning initiatives, and blended learning solutions using adult learning principles.
- Facilitate interactive leadership workshops, team sessions, and retreats both virtually and in person.
- Provide executive, individual, and group coaching tailored to client and organizational goals.
- Debrief talent assessments (e.g., DiSC, 360° feedback, personality assessments, leadership inventories) and translate results into actionable development recommendations.
- Act as a trusted advisor to client organizations by conducting interviews, surveys, and focus groups, analyzing results, and recommending strategies to improve leadership capacity and team effectiveness.
- Support organizational effectiveness through facilitation, conflict resolution, team building, and change leadership interventions.
- Mentor and coach junior team members to build internal capability in facilitation and leadership development.

- Contribute to business growth through proposals, RFP responses, client presentations, and participation in networking events and industry conferences.
- Develop thought leadership by writing HR and leadership articles, blogs, and other professional content.
- Support internal workforce planning, recruitment, and CRM/data management to ensure efficient operations.

### **Your Qualifications**

- Located in Nova Scotia with ability to commute to client sites as needed.
- Bachelor's degree in Management, Commerce, HR, or related field (Master's an asset).
- 8–10 years of progressive experience in L&D, facilitation, and leadership coaching.
- Possess, or demonstrate a strong desire to work towards, certifications in talent assessments (e.g., Leadership Circle Profile, EQ-i 2.0, or similar).
- ICF coaching credential (ACC, PCC) strongly preferred.
- Strong facilitation and presentation skills with comfort leading diverse groups.
- Experience with leadership assessments and program evaluation.
- Excellent communication and relationship-building skills.

### **Required Competencies**

- Strong relationship builder with client service orientation.
- Excellent facilitation, communication, and presentation skills.
- High results orientation and ability to manage multiple projects.
- Analytical and detail-oriented with sound judgment.
- Ability to maintain strict confidentiality and ethical standards.
- Self-driven, adaptable, and comfortable in a fast-paced consulting environment.

### **Why Work Here?**

- Health benefits package offered
- Vacation and flexible schedule
- Supportive and collaborative work environment
- Coaching and professional development provided by a Professional Certified Coach

- 100% woman-owned business
- Opportunities to contribute to meaningful client impact and leadership development across Canada

### **How to Apply**

Please send your resume and cover letter to: [recruitment@powerupleadership.ca](mailto:recruitment@powerupleadership.ca)  
Include “Learning and Development Manager” in the subject line of your email.

PowerUp Leadership is committed to diversity, equity, and inclusion. We encourage applications from candidates of all backgrounds, perspectives, and experiences.

Job Type: Full-time, Permanent

Work Schedule: Monday–Friday, 8-hour shift

Work Location: Hybrid remote in Halifax, NS (with travel to client sites as needed)