

Supplementary Budget – Briefing Note

2019 Budget

Leadership Development Program (LDP) Internship

Briefing Note required for:

- items >\$50,000
- changes in FTE
- Corporate Strategic Initiatives

Dept	Division	Business Unit	Item	Base Supp	Amount	FTE Impact
CS	HROD	Learning & Organizational Development	2 LDP Interns in Years 1 and 2 (six month terms) with wages estimated at Grade 11.6 of the FT Non-union Salary Grid and Labour Burden. This also takes into consideration 6% secondment pay.	S	\$305,429	2.0
CS	HROD	Learning & Organizational Development	Laptop rentals from ITS for LDP Intern at a rate of \$80 per month (24 months in total)	S	<u>\$1,920</u>	
			Total		\$307,349	
CS	HROD	Learning & Organizational Development	Recommended funding from Closed Session Reserves #17196		<u>(\$307,349)</u>	
			Total		<u>\$0</u>	

Background:

In 2017, Council approved a Leadership Development Program (LDP) Internship pilot for two years. The pilot has been successful, with several high-potential internal staff completing 6-month internships in senior positions prioritized for succession development.

It is recommended that this program continue for another two years with funding coming from reserves.

Comment:

With the extension of this program, EMT will continue to select two internal employees annually for 6-month placements in senior positions prioritized for succession development. Successful interns will be compensated at their current rate of pay plus 6%, as per the Salary Progression policy.

Interns will coach their replacements throughout the 6-month back-fill period, resulting in the potential for several employees to receive growth, development and, experience and coaching from each LDP internship.