

TRSM Business Career Hub Agile/Scrum Co-Facilitator

Position Description:

The Business Career Hub (BCH) located at the Ted Rogers School of Management (TRSM) provides customized approaches to support TRSM students along their path to meaningful careers. All career development opportunities are tailored to each student's individual needs and program specialization.

The Agile/Scrum Bootcamps are to introduce the tools and techniques used by companies like [Amazon](#), [Fidelity Investments](#), FinTechs, [Spotify](#), and Silicon Valley startups to deliver products in a faster, cheaper, and lighter way.

The role of the Agile/Scrum Co-Facilitator will be to assist the lead facilitator in developing and leading students in classroom-based Agile/Scrum bootcamps to allow TRSM students to meet the competency requirements in the job market today. The co-facilitator's role will also include working closely with BCH staff to coordinate logistics of each bootcamp.

Responsibilities:

- Help the facilitator to develop and deliver approved material for students on use and functionality of Agile/Scrum practices in the workplace
- Support the facilitator in research and development of Agile/Scrum contents
- Create supporting materials such as workbooks and presentations
- Work closely with the BCH staff coordinator to finalize logistics of each bootcamp
- Handle all attendee-related administrative matters prior to, during, and immediately after bootcamp completion
- Work collaboratively with the lead facilitator to plan and execute the Agile/Scrum bootcamp
- Other tasks as required

Skills Required:

- Excellent communication skills, both written and verbal
- Ability to manage multiple requests and projects while maintaining close attention to detail and accuracy
- Strong self-discipline and ability to complete tasks independently
- Capable of troubleshooting and resolving issues quickly
- Ability to prioritize, coordinate and complete tasks, sometimes on short notice, to meet deadlines
- Adaptability to changing environments
- Self-starter and able to work in a team-oriented, collaborative environment

Technical Knowledge Required:

- Familiar with the Eventbrite platform
- CSM or PSM I
- 4 months work experience in an Agile product team or a Centre of Excellence
- Deep understanding of Scrum values and principles relative to DevOps
- Thorough knowledge of Scrum values, principles, pillars, events, roles, and artifacts
- Working knowledge of DevOps tools
- Ability to map delivery predictability and product
- Capable to lead and facilitate groups of 20-35 attendees
- Ability to answer questions regarding unorthodox practices, underlying rationale, and best/poor practices around Agile and Scrum teams
- Experience in facilitation through the Socratic method
- Working knowledge of SDLC
- Experience with JIRA/Confluence