

# VÉRONIQUE BOTON

LEADER IN WORKPLACE STRATEGY

## CONTACT

613.851.2666

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St-Pascal, Ontario  
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## EDUCATION

2008  
Bachelor of Applied Arts,  
Interior Design  
(Honours)  
Algonquin College

2003  
Business and Marketing  
(one year)  
University of Ottawa

## LANGUAGE PROFILE

EEE

## SECURITY CLEARANCE

Secret

## WORK EXPERIENCE

### **a/Manager, Strategic Workplace Advisory Group – AS-07**

Public Services and Procurement Canada | Nov. 2021 to present

- Team founder, co-developed initial team business case
- Established team vision, mandate, & key objectives
- Created new and updated existing processes and tools
- Lead Future of Work discussions with clients and strategic partners
- Provide strategic guidance and advice to client leadership and accommodations teams in support of their Future of Work program
- Find creative solutions for workplace modernization opportunities
- Provide support to the Workplace Transformation Program

### **Manager, Interior Design National Centre of Expertise – GT-07**

Public Services and Procurement Canada | May. 2019 to Oct. 2021

- Managed and mobilized a team of four
- Led & developed various initiatives related to workplace design strategy for federal workplaces
- Delivered presentations to clients, consultants and at conferences
- Hosted a quarterly Government-wide I.D. Community of Practice
- Founded a GCworkplace design forum for regional exchanges
- Performed various human resource activities such as performance evaluations, hiring, time entry and training
- Managed a special initiatives budget and associated contracts
- Found opportunities to streamline processes and simplify tools
- Educated internal and external stakeholders on new design standard and provided advice & guidance on workplace strategies

### **Senior Workplace Strategist – GT-06**

Public Services and Procurement Canada | Sept. 2017 to Apr. 2019

- Participated in the development and creation of the GCworkplace Design standard (including the Design Guide, various documents and tools related to the new GCworkplace interior design standard)
- Reviewed concept plans to provide comment and suggest improvements to align to GCworkplace design principles
- Conducted research on activity-based working and global workplace trends

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## SKILLS & ATTRIBUTES

Leadership  
Strategic mindset  
Critical thinking  
Creative problem-solving  
Adaptable  
Resourceful  
Interpersonal skills  
Public speaking  
Collaboration  
Multi-tasking

## HOBBIES & INTERESTS

Custom home design  
Power sports  
Scuba diving  
Travel  
Music: violin, guitar, piano, ukulele

## 360° REFERENCES

### **Simon Gascon**

*current senior director,*

Workplace Strategy & Interior Design  
simon.gascon@tpsgc-pwgsc.gc.ca

### **Chantal Bemeur**

*current colleague*

Manager, Change Management NCOE  
chantal.bemeur@tpsgc-pwgsc.gc.ca

### **Marie-Catherine Yassa**

*current direct report*

Workplace Strategist  
marie-catherine.yassa@tpsgc-pwgsc.gc.ca

## WORK EXPERIENCE (CONTINUED)

### **Senior Design Manager – GT-06**

Public Services and Procurement Canada | Dec. 2016 to Sept 2017

- Supervised junior Design Managers
- Provided design oversight on multiple fit-up projects at once
- Educated clients and consultants on design standard and tools
- Provided quality assurance reviews on workplace design concepts

### **a/Manager, Accommodations and Real Property Planning – AS-05**

Global Affairs Canada | Aug. 2016 to Dec. 2016

- Managed a team of 4 and the development of complex accommodation plans and strategies
- Developed strategies, policies, processes and procedures for the domestic accommodations portfolio
- Organised space assignment and relocations for NCA branches

### **Project Lead, Accommodations – AS-04**

Global Affairs Canada | Sept. 2015 to Aug. 2016

- Planned and led medium to large facilities management projects
- Coordinated with various internal and external stakeholders
- Prepared cost estimates and led investment analyses
- Provided strategic advice and project delivery recommendations
- Develop Statements of Work (SOW), Requests for Proposals (RFP) and Terms of Reference (ToR) for projects and/or consultant requirements

### **Interior Designer – GT-03**

Global Affairs Canada | 2007 & 2009 to 2010

- Delivery of small-scale design projects for International Platform
- Provide support to senior interior designers

### **Planning and Design Officer – GT-03**

Royal Canadian Mounted Police | Sept. 2013 to Aug. 2015

- Provided general facility services to building tenants
- Coordinated consultant contracts & planned accommodations

### **Project Design Consultant**

OakWood Design + Build | Sept. 2011 to Sept. 2013

- Developed design and cost proposals for high-end renovation, addition and custom home projects
- Closed deals with clients and coordinated contracts

### **Teacher, Design d'intérieur avancé, dessins techniques et code du bâtiment**

La Cité Collégiale | 2011

- Prepared lectures/presentations based on curriculum
- Assigned projects and administered tests and exam