



Geoscientists Canada is looking for our next Chief Executive Officer, a position that will help guide and administer this dynamic organization. We need a visionary leader to help us actualize our strategic plans and implement the key initiatives critical to moving our organization forward.

About Us:

Geoscientists Canada works on behalf of our members, the geoscience practice regulators who regulate over 15,000 professional geoscientists across Canada. Our mission is to support harmonization of regulations and strengthen public trust in the expertise and ethics of geoscientists. We support excellence in the profession through representation and collaboration on the national and international stage.

The organization works on behalf of Canada's geoscientific regulatory bodies by facilitating national projects that enhance protection of the public and safeguard the public interests. Internationally, Geoscientists Canada partners with similar organizations to coordinate global efforts. **The Position:**

As our CEO, you will report directly to the President and Board of Geoscientists Canada and interact with the Board made up of Directors from each of the member organizations. Your key activities include researching, establishing, and implementing programs that support the needs of our member regulators. You will be supported by an executive assistant and a pool of dynamic volunteers across the country.

The Position Package Includes:

- Salary range starting at \$115 000 to \$135 000 commensurate with exceptional skills and experience
- Excellent benefits, including vision, dental and health insurance
- RRSP matching
- Ability to work remotely anywhere in Canada
- Four weeks paid vacation
- Professional Development Fund

What You Will Be Responsible For:

- Assume the duties of an officer as prescribed under the Not-for-Profit Corporation Act and ensure operations of Geoscientists Canada are conducted as required by law.
- Lead the development and implementation of internal policies and procedures.
- Establish and build effective working relationships with volunteers, executives, and staff of the regulatory members across Canada.

- Liaise nationally with professional regulatory and geoscience-related entities. Partner with Geoscientists Canada's international counterparts.
- Supervise and develop staff and support services to ensure appropriate implementation and management of all programs.
- Provide strategic planning, support, and expertise to the Board, Committees, and working groups.
- Direct the accounting functions and provide regular financial reports to the Treasurer, Executive Committee, and Board of Directors. In consultation with the Treasurer and Executive Committee, prepare budgets and operational plans.

Take responsibility for Geoscientists Canada's staff of one and the implementation of appropriate compensation and employment policies.

What Makes You the Ideal Candidate

- You are a Registered P.Geo., or registration eligible (such registration to be obtained within nine months of hire or as approved by the Board).
- You are a consensus builder who can assemble extensive networks across the geoscience community both within Canada and internationally.
- You have experience in progressive leadership/senior management roles in the Geoscience field. You have experience working with boards and member-based organizations.
- You are a gifted communicator who can deliver public presentations, facilitate discussions, and conduct meetings.
- You are familiar with Canada's professional regulatory environment, and you are comfortable working with technical societies, sectoral associations, and government agencies.
- You have well-developed administrative skills, including staff management, corporate governance, budgeting, and accounting.
- You possess advanced computer software skills and knowledge of the Microsoft Office Suite, planning applications, and website management.
- French/English bilingualism is an asset.

You Will be Successful Here if You Are a(n):

- Strategic Visionary who can translate long-range visions and concepts into concrete and achievable work plans.

- Problem solver who analyzes problems systematically, organizes information, identifies key root causes, and creates solutions.
- Effective communicator who delivers engaging presentations (verbal and written), is a careful listener, and can frame problems.
- Detail-oriented self-starter, capable of working with minimum supervision and minimal staff support.
- Multi-tasker with the ability to accomplish a continuous high volume of daily activity concerning many different matters of varying magnitude but of equal importance.
- Partnership-builder with stakeholders who will build long-term or on-going relationships with stakeholders.
- Results-focused professional who takes action to achieve challenging goals and objectives.
- Culturally aware individual who maintains awareness and practises cultural safety in all aspects of the position.

Geoscientists Canada is an equal opportunity employer. We encourage all qualified individuals who identify as part of an equity seeking group, including people identifying as part of the LGBTQS+, to apply. We are committed to a barrier-free, equitable, and inclusive recruitment process and workplace.

Our goal is to ensure our Board and staff are reflective of the diversity of the community.

How to apply:

Please submit your resume to Katherine Taylor at ktaylor@taylormcmahon.com
Submissions will be accepted from January 15th to February 5th 2024.

Geoscientists Canada is committed to ensuring fair and inclusive employment practices. On request, we provide accommodation for applicants with disabilities in accordance with the requirements of the Accessibility for Ontarians with Disabilities Act, 2005. If you require accommodation, please advise us. We thank all applicants for their interest. However, only those applicants selected for an interview will be contacted.