

**OUR MISSION:**

*To Foster a Continuity of Voluntary and Professional Leadership  
for the Nonprofit Sectors of the United States and Canada*

*Position Profile*

**Executive Director**

**British Columbia Association for Crane Safety**

Vancouver, BC

**BC Crane Safety History & Mandate**

The British Columbia Association for Crane Safety (BCACS, or BC Crane Safety) is responsible for the overall administration of crane operator certification in British Columbia. Founded in response to the previous absence of consistent standards for training, assessing or certifying crane operators in the province, BCACS was established in 2005 with funding from WorkSafeBC, and is mandated to develop and implement a certification system for B.C. crane operators across a range of crane classifications,.

BCACS provides leadership for health and safety development within the crane hoisting industry; serves as an advisory body on regulatory and safety matters, works closely with industry, labour and government to develop and implement new standards of assessment and certification, and provides leadership in the establishment, maintenance and support of industry specific assessment tools which result in a BC Crane Operator designation.

The Association's constitution includes the following key purposes that serve as the organization's mission:

- To promote accident-free crane operations throughout British Columbia;
- To promote the establishment in British Columbia of a cost-effective crane operator qualification system that:
  - involves documented proof of competency
  - includes theoretical and practical examinations, and
  - is accessible and available at all levels of the industry
- To promote the attractiveness of the industry to prospective entry-level crane operators and the timely achievement of their qualifications;
- To serve as an industry advisory body to agencies in a position to oversee qualification and training; and

- To serve as an advisory body to WorkSafeBC regarding regulatory matters and other issues related to occupational health and safety as they impact the crane industry.

Faced with the challenge of establishing such new standards and programs in the public eye, and given the wide diversity of industry sectors, operators and crane types, BCACS employs a collaborative planning approach. BCACS connects with and fully engage representatives from the various industries employing crane operators and regulatory stakeholders to create a competency-based, industry-driven, crane operator certification system and an effective business model to support it.

BC Crane Safety is recognized as a world-leading certification model that satisfies the requirements of nations under the Canada Europe Trade Agreement (CETA) and Trans Pacific Partnership (TPP) and promises uniquely portable credentials for B.C. crane operators. As a part of its commitment to a world-leading model is BC Crane Safety's announced intention to have the crane operator scheme in British Columbia accredited to ISO 17024 Conformity assessment — General requirements for bodies operating certification of persons against specific requirements. The role of the incoming Executive Director will be to continue taking the organization forward to maintain its position as a world-leading model.

Complete details of BC Crane Safety's mandate, including the organization's mission, vision and objectives can be found at <https://bccranesafety.ca/about/mandate/>

## **Organizational Structure and Leadership**

BC Crane Safety is a non-profit association incorporated under the Societies Act of British Columbia, governed by a 15 member board of directors. Board members include 10 voting members from crane operators across the province and five non-voting, ex-officio members from provincial health and safety organizations, the Industry Training Authority and the ED his/herself. The Association operates on an approximate \$1.2 M Budget, which supports a staff of eight, including the ED. The new ED will be able to develop a management team that spreads leadership roles and develops additional leaders within the organization, to best support BC Crane Safety's growth within a sustainable staff structure, roles and responsibilities.

As he leaves BC Crane Safety, founding ED Fraser Cocks is in the early stages of forming and seeking funding for a new organization, the National Occupational Competence Council (NOCC), to strategically promote and align standards and regulatory requirements providing efficient pathways for recognition of crane safety credentials internationally. If/as the new organization becomes a reality, BC Crane Safety's new ED would collaborate closely with the NOCC.

## **The Executive Director Position and Priorities**

Reporting to the Board of Directors, the Executive Director is the Chief Executive Officer of the Association, and as such, is responsible for the development and implementation of the organization's long-term strategies and tactical plans as well as the overall management of its day to day operations, finances and employees.

The Executive Director is chief advisor to the Board and its committees, and develops and maintains productive working relationships both with provincial and national government bodies

and with international organizations under the CETA and TPP agreements. Working closely with staff professionals, the Executive Director ensures the Association remains innovative and is constantly looking for new ways to fulfill its mandate.

The new ED will inherit a widely respected organization, upon which s/he will need to build by focusing on the following strategic priorities in his/her first 18-24 months:

- **Establish relationships & learn the history and politics of industry certification,** with Board Members and Lifting Industry stakeholders. Maintain the working relationship with WorkSafeBC and get out to meet people at all industry levels. Build on what BC Crane Safety has achieved to date regarding certifications, worker mobility, etc.
- **Complete ISO certification.** As a part of its commitment to a world-leading model is BC Crane Safety's announced intention to have the crane operator scheme in British Columbia accredited to ISO 17024 Conformity assessment — General requirements for bodies operating certification of persons against specific requirements. Update rules, regulations, and policies and the determination thereof. May need a legal review as well. This may also apply to completing the rigging standard and certification program.
- **Continue working on harmonization of certification policies, practices, standards and requirements** across the provinces, building on current and previous work. Maintain BCACS' strong and positive influence on certification policies, practices, standards and requirements.
- **Consider and evaluate "Best Practices" and other Health & Safety resource development** and how this might be accomplished, including WorkSafeBC buy-in. Obtain additional funding for resource development and communication.
- **Develop a management team that spreads leadership roles and develops additional leaders within the organization,** to best support BC Crane Safety's growth within a sustainable staff structure, roles and responsibilities.

## Experience and Qualifications

The successful candidate will be a seasoned leader with an ability to unify and motivate board, staff and stakeholders. The ideal candidate has a proven track record of working with diverse community and industry leaders to further a mission or mandate and is seen as a trustworthy, credible, influential, and reliable professional. S/he is passionate about BC Crane Safety's mission and is energized to speak on behalf of the industry with confidence and tact.

Essential qualifications include:

- Eight or more year's leadership/management experience, preferably in an association, non-profit, certification or workplace health and safety arena. Some background in the lifting, construction and/or related industries is preferred but not required
- A collaborative and transparent leadership style and excellent people management skills.
- Experience working with a board of directors to guide strategy development, set priorities and effectively implement action plans.

- Experience leading change, ideally in a regulated, public sector and/or changing environment.
- Strong communication skills, including effective public speaking, written and oral communications.
- Solid management skills, including team management, planning, delegating, program development and management, and financial management.
- A bachelor's degree or equivalent professional experience.

## Job Requirements

Willing and able to travel for business. If driving for BC Crane Safety business, must have a valid driver's license, safe driving record and, if using own vehicle, provide proof of current vehicle insurance. Valid passport and ability to enter USA.

## Working Conditions

Work is performed typically in an office environment and in a variety of settings among diverse stakeholders and audiences. A considerable amount of time will be spent in meetings, at a computer screen for extended periods, and at BCACS events. Frequent use of phones and e-mail will be required to communicate with stakeholders. Frequently works outside normal working hours and will travel to work performed with other stakeholders in the community, out of town and out of province.

## Compensation

Salary: Competitive, depending on experience, for ED positions within association management and regulatory/certification industries.

Benefits include:

- Medical and dental coverage
- Life and disability insurance
- Employer contribution toward pension plan
- Three weeks of vacation and 12 sick/personal days in first year
- Professional development/conference stipend of up to \$10,000/year

## Application Process

To apply, interested candidates should e-mail their resume and cover letter to:

[execsearchbcacs@thirdsectorcompany.com](mailto:execsearchbcacs@thirdsectorcompany.com)

Only e-mail applications with a cover letter and resume will be accepted. Applications will be acknowledged and reviewed as they are received. **The priority deadline for applying is**

**Friday, February 21**, and early submission is encouraged. Applications received after the deadline will be reviewed on a case by case basis. Interviews are expected to begin in March.

The BC Association for Crane Safety is an Equal Employment Opportunity (EEO) employer and values diversity and equal opportunity in a serious way. We are committed to building a team that represents a variety of backgrounds, perspectives, and skills. The more inclusive we are, the better our work will be.

The successful candidate may be required to pass a civil, criminal, educational and/or credit background check.