



**Join us and make
a difference.**

President and Chief Executive Officer

Workplace Safety North

North Bay/Sudbury, Ontario

THE COMPANY

Workplace Safety North (WSN) is a not-for-profit health and safety association primarily funded by the provincial government to provide approved health and safety training and services. We provide industry-specific, and community-based occupational health and safety products, training and consulting services to companies involved in the forestry, mining, smelting, refining, paper, printing and converting sectors. As a trusted safety advisor, WSN and its legacy organizations have been helping make workplaces safer since 1915.

As part of WSN, Ontario Mine Rescue (OMR) provides training and support to mine operators and rescue team members throughout the province to continually improve their skills and knowledge of mine rescue techniques and procedures. Since its creation in 1929, OMR has established a reputation for excellence in mine-related emergency response.

Headquartered in Northern Ontario, WSN knows the day-to-day realities of Ontario's resource industries through building and sustaining close working relationships that ensure services and information stay relevant.

As one of four health and safety associations operating under the Health & Safety Ontario banner and a recipient of significant transfer payments from the provincial government, WSN is a valued partner in Ontario's health and safety system.

Our vision: Every worker home safe and healthy.

Our mission: We are a force for positive action – anticipating and responding to the greatest needs of our clients, and bringing together our partners, members, and diverse communities to build safer, healthier, stronger workplaces.

Our values: Compassion, integrity, respect, and team spirit shape who we are and how we work.

POSITION SUMMARY

Reporting to the WSN Board of Directors (BOD), the President & Chief Executive Officer (CEO) is accountable for providing leadership to execute the strategic, operational, and financial plans of WSN. The President and CEO ensures that the Designated Entity Standards established by the Ministry of Labour, Immigration, Training and Skills Development (MLITSD) are met.

The President and CEO leads the organization in developing and implementing its corporate vision, mission, policies, and goals in promoting safe and healthy workplaces in all sectors and communities the organization serves.

Dimensions (annual): Revenue - \$18 million; Payroll - \$11 million; Salaried Employees - 75

KEY ACCOUNTABILITIES

Chief Executive Officer

- Create a positive company culture through strong, inspirational leadership.
- Responsible to work with the BOD Chairs and BOD Liaison to schedule and organize BOD and Committee meetings and ensure that BOD material is prepared and distributed to BOD members in advance of meetings.
- Regularly report to the BOD, deliver updates on the strategic plan, and gain feedback from the BOD regarding the overall direction of the organization. This includes maintaining open communication with and keeping the BOD informed of significant matters.
- With the Chair, enable the BOD to fulfill its governance function and meet Designated Entity Standards.
- Develop and work with the BOD to finalize, for approval by the BOD, a strategic plan that is consistent with the vision, mission, values, and directions, including consulting with the membership and the BOD.
- Responsible for establishing and reporting to the BOD on KPIs to monitor the organization's performance against established goals that support WSN meeting its operational needs, strategic objectives, and Ministry priorities.
- Recommend WSN's annual operating budget for BOD approval and ensure effective allocation and management of the organization's resources within the approved budget.
- Ensure implementation of plans, policies and programs, as approved by the BOD.
- Maintain a plan for the succession of the CEO and other senior managers.
- Consult with the BOD prior to changes in organizational structure for executive level changes and/or increase or reduction of permanent positions.
- As a leader in health and safety, ensure that WSN has written policies and procedures to safeguard the wellbeing of its staff in compliance with WSN values and applicable legislation.
- Present and gain input from the BOD relating to WSN's bargaining position on material items and establish bargaining parameters, prior to entering collective bargaining.
- Establish and foster a collaborative relationship with the BOD members, the Chief Prevention Officer and the other OHS system leaders to ensure operational alignment while maximizing resources and strengthening prevention outcomes.

President

- Provide direction and leadership for the implementation and achievement of WSN's strategic plan and ensure that it is consistent with WSN's vision, mission, values, and directions.

- Responsible for creating a healthy, inclusive, and safe workplace and fostering a culture which promotes the values of compassion, integrity, respect, and team spirit through regular engagement with staff.
- Responsible for the overall administration of the Ontario Mine Rescue Program.
- Ensure that WSN's organizational structure is optimized to meet business, client and funder needs and includes succession planning.
- Lead WSN's management team to develop annual operational plans which consider short and long-range objectives focused on quality, innovative products and services that meet funder requirements for outputs and outcomes.
- Ensure the development of, and adherence to, policies and procedures that are in-line with applicable laws, regulations, standards, and the Transfer Payment Agreement.
- Lead the organization's activities, promoting innovation and excellence while fostering an environment of mutual collaboration and respect.
- Represent WSN with external stakeholders, acting as the corporate spokesperson with external stakeholders, and participate in activities that enhance WSN's corporate image, fulfilling the organization's public obligations with relevant businesses, professions, the media, and communities.
- Oversee the design, marketing, promotion, delivery and quality of programs, products, and services with a focus on sustainable streams of revenue.
- Manage the human resources of the organization according to authorized personnel policies and procedures that fully conform to applicable laws and regulation.
- Identify the principal hazards and risks facing the Corporation and implement appropriate systems to mitigate them.
- Ensure the Corporation's vision and its mission, programs, products, and services are consistently presented in a strong, positive light to stakeholders.

THE CANDIDATE

The ideal candidate will possess the following knowledge, experience, skills and attributes:

- Experience in leading organizational change and improving organizational effectiveness by charting a consistent course that balances organizational, client and staff needs and service delivery goals.
- Ability to create strategic direction, communicate strategy and operationalize plans that drive organizational excellence.
- Ability to work collaboratively with the BOD, Committees, government, staff, and other key stakeholders.
- Experience working in the mining, forestry, pulp and paper and/or other resource industries.
- Entrepreneurial and results-driven leadership style to make robust, data-driven corporate decisions that elevate the company's financial and operational performance.
- Understand financial planning and the ability to adopt proactive tactics for optimizing financial performance.
- Knowledge of best practices that will engage client employers and workers to better serve the needs of both internal and external clients.
- Outstanding skills in communication, interpersonal, team building, media and people development.
- Credibility as a respected and approachable leader.
- Solid understanding of sales and marketing principles to ensure WSN remains focused on core business opportunities, business development initiatives, and achieving desired outcomes.
- Ability to sustain the vision of the organization and communicate it to motivate staff and others within the health and safety system.

- Advanced knowledge and experience of not-for-profit governance, legislation, and management in a unionized environment.
- Understand the Ontario occupational health and safety system and the political environment of the Health and Safety Associations.
- Bilingualism in English and French languages is considered an asset.

EDUCATION/PROFESSIONAL QUALIFICATIONS

Holds a minimum of a university bachelor's degree or the equivalent in experience and qualifications. An advanced degree or qualifications in business administration, engineering, finance, and/or public administration/public policy would be a strong asset.

A Canadian Registered Safety Professional (CRSP) designation and/or CSP, ROH/CIH or other health and safety accreditations are considered an asset.

LOCATION

This position is an on-site role based at WSN's office in North Bay or Sudbury, Ontario.

CONTACT INFORMATION

If you are interested in being considered for this exciting and challenging senior executive leadership position, **please submit your expression of interest (cover letter and current resume) by 4:00 p.m. on April 8, 2024 to ceorecruitment@workplacesafetynorth.ca.**

Human Resources
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WSN is an Equal Opportunity Employer. In accordance with the Accessibility for Ontarians with Disabilities Act, 2005 and the Ontario Human Rights Code, WSN will provide accommodations to applicants with disabilities throughout the recruitment, selection and/or assessment process.