



ONTARIO COLLEGE OF TRADES  
ORDRE DES MÉTIERS DE L'ONTARIO

*The Ontario College of Trades (College) is an industry-driven organization that protects the public interest by regulating and promoting the skilled trades. As a first of its kind in North America, the College puts decision-making back in the hands of skilled tradespeople. The College promotes the skilled trades as a career of first choice for young people, and works with parents, educators and industry leaders to find solutions to matters that affect the skilled trades system in Ontario. For more information, please visit [www.collegeoftrades.ca](http://www.collegeoftrades.ca).*

## **DIRECTOR, COMPLIANCE & ENFORCEMENT**

### **PERMANENT FULL-TIME | TORONTO, ON**

The Ontario College of Trades (College) is currently seeking a Director, Compliance & Enforcement to provide strategic direction and leadership in the development, implementation and management of compliance, enforcement, and professional misconduct for the College as it moves forward in implementing its new Compliance and Enforcement Policy. Reporting to the Registrar and CEO, the Director will also provide direction in the development and management of special projects and act as a spokesperson for the College as required.

#### **Responsibilities of this position will include:**

##### Strategic Responsibilities:

- Develop strategies and change management processes to implement the College's new Compliance and Enforcement Policy.
- Develop a continuum of compliance and enforcement tools used by modern regulators to motivate self-compliance.
- Develop strategies to combat underground economy practices as they affect the trades.
- Provide advice and guidance to the Registrar and CEO regarding regulatory requirements to fully implement the division's goals and objectives.
- Provide advice to the senior management team on how the College can become a leader in the apprenticeship system.

##### Operational Responsibilities:

- Provide operational direction and leadership to the divisional management team and staff in the development and implementation of compliance and enforcement strategies, operational plans and budget.
- Implement strategic and operational plans consistent with the goals of a modern regulator; as well as adopt a compliance-focused approach that is risk-based, integrated with activity of other safety regulators, stakeholder-centered and committed to protecting the interests of all Ontarians by ensuring that public safety is a priority.
- Develop quality standards, priorities and objectives to ensure integration with the College's overall strategy as well as legislative requirements.

##### Relationship Building:

- Develop and maintain professional relationships with the College's senior management team, stakeholders, government, and members of the public to strengthen the brand of the College.
- Develop relationships with other regulators that results in information and best practices sharing and joint initiatives while reducing regulatory burden on employers.
- Sensitive to varying positions and perspectives of a diverse groups of industry and government stakeholders, while building relationships.

- Promote organizational effectiveness and success by leading groups of people in a team environment; exhibit constructive resolution of conflict and increase mutual trust by encouraging cooperation and collaboration within the division and across the organization.

**Qualifications:**

- Bachelor's degree would be considered an asset.
- Minimum of ten to fifteen (10-15) years of experience with a focus on compliance and enforcement or in a related field, and/or within a regulatory body.
- Knowledge of the following:
  - Trades' practices across construction, motive power, service, and industrial sectors.
  - The strategic importance of various cross sector stakeholder positions.
  - Principles of Modern Regulator program design to motivate and achieve self-compliance
  - Organizational change management abilities to implement a focus towards becoming a modern regulator
  - Political environment and ramifications of decisions made with respect to the application of trades' regulations, policies, and procedures.
  - Government programs which affect the trades and their operation in Ontario, and other jurisdictions as appropriate.
  - Various stakeholder groups associated with the trades in various sectors.
  - Relevant legislation and regulations under the *Ontario College of Trades and Apprenticeship Act, 2009*.
  - Senior management processes for managing professional and other staff in a unionized environment, including strategic and operational planning.
  - Government relations and linkages with the municipal, provincial, federal and other governments.
  - *Provincial Offences Act* and the Ontario courts system and methods of dealing with professional misconduct, incapacity and/or incompetence

**Skills:**

- Exceptional written (report writing) and verbal communication skills interfacing with public, stakeholders and government entities.
- Workforce management in a unionized environment and corresponding labour relations skills.
- Political acumen.
- Change management and resiliency.
- Excellent interpersonal skills with an ability to achieve outcomes through influence, and to effectively deal with a broad range of internal and external stakeholder issues.
- Operational expertise and service excellence focus.
- Knowledge of compliance and enforcement practices and principles, including modern regulatory techniques.
- Awareness of principles and practices of stakeholder management to anticipate and deal with critical issues.
- Flexibility and responsiveness in managing multiple projects simultaneously in high pressure situations when needed.

**How to Apply:** Please forward your resume, together with a separate cover letter to [ocot@hrassociates.ca](mailto:ocot@hrassociates.ca). Only applications submitted directly via email to HR Associates will be accepted.

*The Ontario College of Trades is an equal opportunity employer. In accordance with the Accessibility for Ontarians with Disabilities Act, 2005, upon request, accommodation will be provided by both HR Associates and the Ontario College of Trades throughout the recruitment, selection and/or assessment process to applicants with disabilities.*

For more information on the College, please visit <http://www.collegeoftrades.ca>