

THE OPPORTUNITY

POSITION + SCOPE

Reporting to the BC Passive House (the "Company") Board of Directors, the Chief Operating Officer (COO) will play a pivotal role in leveraging the Company's history and success to help them achieve future growth objectives and sustained profitability. The COO will act as a business leader and will be heavily relied upon to achieve the long-term business and financial objectives of the Company.

The COO will oversee daily operations, focusing on the development and implementation of new systems, business tools and processes to support the continued and long-term growth of the organization. Additionally, they will provide leadership and business strategy to support operational, business development and customer service excellence.

DUTIES + RESPONSIBILITIES

- + Provide full-time management and leadership to a construction manufacturing company
- + Leverage personal experience in construction and that gained through working with BCPH to improve company process flow and efficiency
- + Recruit additional skilled labour to maximize use of existing company capital; In longer term assist with adding and further developing company capital with the goal of maximizing production capacity
- + Formulate a viable operating business plan with detailed annual financial forecasts, sales, marketing, and financing plans, and HR resource expansion projections to achieve the Company's long-term objectives.
- + With a focus on continuously improving operational efficiency, implement management frameworks including a KPI structure and an activity-based financial control and a management information system (MIS), an enterprise resource planning (ERP) system, with the goal of linking company activities and operations to measurable, financial metrics with a focus on driving ROE (Return on Equity).
- + Devise and execute an IP strategy, including trademarks, branding and productization of certain technologies, to build up the Company's franchise value over time.
- + Explore alternative financing strategies to lower the Company's overall cost of capital and ensure continual funding for business growth.
- + Seek and formulate strategic alliances with other industry stakeholders and key target developers to enlarge the Company's business capability and market coverage, including potential expansion outside of BC and Canada.

YEAR ONE CRITICAL SUCCESS FACTORS

- + Grow the scale and efficiency of existing organizational processes and procedures to enhance and sustain the organization's internal capacity. Foster a collaborative culture and a passion for continuous improvement.
- + Recruit, onboard, and train high-performing employees to achieve business plan objectives
- + Establish a vision and lead a strategic planning process, developing short-term and long-term objectives to support the Company's business growth goals. Lead budgeting, forecasting and strategic planning initiatives.
- + Drive uptake of the Company's ERP system and other business tools and practices such as KPIs to increase company efficiency and professionalize business practices.
- + Cultivate and develop relationships with clients, vendors, and key stakeholders to develop and acquire new business.

SKILLS + EXPERIENCE REQUIRED

PROFESSIONAL EXPERIENCE + QUALIFICATIONS

- + 10-15+ years of professional experience in an operationally focused role within the construction industry – preferably at the manufacturing level
- + Track record of successful contributions in elevating and professionalizing an organization including design and implementation of long-term business strategies and continuous improvement initiatives.
- + Strong business acumen. Strategic and forward-thinking, yet interested and skilled in keeping a close eye on the day-to-day.
- + Ability to manage multiple priorities simultaneously and meet the time demands of unpredictable activities, capable of handling pressure and challenges in a dynamic business environment.



PERSONAL + LEADERSHIP ATTRIBUTES

- + Strong leadership and relationship-building skills including a confident, respectful, and energetic communication style that drives the organization towards common, well-defined goals.
- + Exceptional interpersonal skills reflecting the ability to collaborate with colleagues, customers, and external stakeholders
- + Results-oriented professional. Makes things happen, with a track record of driving change. Sets high standards, focusing on key decisions and activities. Record of success delivering results through others.
- + Strong listening and problem-solving skills. Can effectively navigate complicated scenarios.
- + Must have passion for the Company's business and be a resource allocator who can fully leverage available in-house expertise.

EDUCATION REQUIRED

- + A combined engineering degree and bachelor's degree in business management, finance, or related discipline is preferred.
- + Certifications, advanced knowledge, or hands-on work experience related to Building Sciences, Master Carpentry, timber engineering is required.



CONTACT INFORMATION

For more information about BC Passive House, please visit their website at

<https://www.bcpassivehouse.com/home>

For interest in, or recommendations for this role, please contact:

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