

Manager – Organization Excellence
Location: Mississauga/Etobicoke

The Infrastructure Health and Safety Association (IHSA) is a customer-focused, market driven organization providing health and safety services to our members within Ontario and clients beyond. Our organizational goals focus on partnering with our clients and guiding them in building sustainable health and safety strategies and creating a culture of workplace health and safety. Infrastructure Health and Safety Association currently has a full time opportunity available for a Manager – Organization Excellence.

The Job Opportunity

The Manager – Organization Excellence, reporting directly to the Vice-President Corporate Support Services will be responsible for leading and facilitating organizational improvement and related projects across the business as part of the ongoing Operational Excellence initiatives. The incumbent will both recommend and facilitate improvements in key processes that support the overall strategic initiative.

Key Responsibilities and Accountabilities:

- Develop a five year organization improvement plan that includes the successful implementation of the following:
 - NQI Excellence Process
 - ISO 9000
 - ISO 14000
 - OHSAS/ISO 18000
- Identify resistant and performance gaps and work to develop and implement corrective action(s)
- Provide support to cross-functional teams, as appropriate, develop, recommend and implement short and long-term strategic goals/programs/plans for the organization
- Develop, recommend and implement strategies, initiatives and action plans to support the vision and goals of the organization
- Liaise with other team members and staff to communicate information, resolve problems and identify organizational priorities
- Assist with the general management of the organization, attend team meetings and make policy decisions

CANDIDATE COMPETENCIES

- University degree in an appropriate stream and a minimum of five years' related experience in Quality Management and organizational improvement
- Experience in process mapping and improvement methodologies and techniques
- Familiarity with project management approaches, tools and phases of the project lifecycle
- Strong analytical and decision making skills
- Ability to influence others and move toward a common vision or goal
- Problem solving and root cause identification skills
- Knowledge of the IHSA health and safety industry/network in a not-for-profit organization
- Strong leadership, management, counselling, negotiation, conflict resolution, interpersonal and mediation skills
- Knowledge of MS Office (Visio, Word, Excel, Outlook and PowerPoint), Internet and Intranet software
- Strategic thinker with solid organizational, problem solving and analytical skills.
- Valid driver's license
- Excellent inter-personal and communication skills to deal effectively with staff throughout the organization, as well as with external stakeholders, suppliers and government contacts
- Adaptable to working with complex multiple priorities, deadlines and changing work flows and work well with little administrative support
- Ability to handle sensitive information in strictest confidence

Are you interested in working for a dynamic company? Apply ***no later than March 31, 2010.***

Applications can be emailed, faxed or mailed to:

Human Resources
IHSA
5110 Creebank Road, Suite 400
Mississauga, ON L4W 01A
Fax: (905) 625- 8819
Email: careers@ihsa.ca

We appreciate your interest in Infrastructure Health and Safety Association, however, only those that are selected for an interview will be contacted.