



GENERAL MANAGER – Cochrane Lake Gas Co-op

Cochrane Lake Gas Co-op (CLGC) is a not for profit, co-operative organization managed by a Board of Directors (BOD) elected from the membership by the membership. The CLGC provides natural gas to more than 2750 members in a franchise area including parts of Rocky View, Mountain View and Big Horn counties. The CLGC office is currently located in Cochrane, Alberta. CLGC employs four (4) administrative staff and seven (7) field staff, two of which are hold supervisory roles.

JOB BRIEF

The General Manager (GM) directs the operational aspects of CLGC being responsible for and accountable for all day to day operations. The GM is the link between CLGC's operations, its members, and the BOD.

RESPONSIBILITIES

- Oversee day to day operations
- Maintain budgets and optimize expenses
- Maintain working knowledge and maintain compliance of all acts, regulations, and codes
- Provide leadership to CLGC employees, coaching and mentoring in a positive work environment
- Work with the BOD providing a timely flow of information
- Maintain a strong safety culture by ensuring compliance with mandatory safety regulations

QUALIFICATIONS

- Strong management, leadership, team building and mentoring skills
- Ability to enhance a positive work environment
- Knowledge of business process and functions (finance, HR, procurement, operations)
- Ability to promote a strong safety culture
- Demonstrated organizational and planning skills
- Demonstrated computer skills

EXPERIENCE

- Experience working as a General Manager or similar leadership role
- Experience or understanding working with a BOD within the cooperative model
- Experience working in a utility or construction environment
- Experience communicating with staff, the public and a BOD
- Experience with staff, customers, and suppliers to create positive, long lasting relationships

Cochrane Lake Gas Co-op offers a competitive salary, health and dental benefits and a pension plan upon completion of a predetermined probation period.

Deadline for applications will be December 18, 2020.

Resumes with a cover letter can be emailed to hire@clgas.ca.

Only applicants chosen for an interview will be contacted.