

JOB POSTING – SENIOR ADVISOR, REGULATORY AFFAIRS

The Canadian Nuclear Association (CNA) is seeking a Senior Advisor, Regulatory Affairs to join our team.

ORGANIZATIONAL PURPOSE

The CNA is a non-profit organization established in 1960 to represent the nuclear industry in Canada and promote the development and growth of nuclear technologies for peaceful purposes. The CNA provides a voice for the nuclear industry in Canada. The primary goal of the association is to earn and sustain a high degree of credibility among key industry stakeholders, Canadians broadly, and industry leaders to enable the advancement and growth of the industry.

The CNA offers a range of services: membership engagement, regulatory affairs; policy development; government relations; and communications to support the association's objectives and advance member-relevant interests in the political and public spheres.

The CNA office is located on unceded territory of the Algonquin Anishinaabe Nation. We extend our respect to all First Nations, Inuit, and Métis peoples for their valuable contributions past and present.

ROLE SUMMARY

Reporting to the Director, Policy and Regulatory Affairs of the CNA, the Senior Advisor, Regulatory Affairs will monitor emerging regulatory issues; conduct research and analysis; respond to inquiries; provide recommendations and implementation support on legislation, regulations and codes, and standards. The Senior Advisor will also support CNA management and member companies prepare for, and navigate, regulatory hearings with the Canadian Nuclear Safety Commission (CNSC).

The Senior Advisor, Regulatory Affairs will liaise with internal CNA staff and management in the execution of regulatory program requirements. Externally, the Senior Advisor represents and advocates on behalf of the CNA, interacting with members and other industry leaders, key government contacts, and public interest groups.

The position also requires the Senior Advisor to produce briefing materials for the Director, Policy and Regulatory Affairs, the Vice President of Operations, the President and CEO, and various CNA committees. It also requires the person to act as a spokesperson for legislative and regulatory reforms and initiatives.

The CNA is a small but mighty team, and the role provides you with the opportunity to collaborate with the Director of Policy and Regulatory Affairs and other senior staff to proactively identify opportunities to mitigate potential legislative, regulatory, and stakeholder risks.



WHAT YOU WILL DO:

This Regulatory Affairs role has two distinct but related elements: the legislation and regulations at the federal and to a lesser degree (yet still important) provincial and international levels, which are relevant to the nuclear industry; and the licensing, permits and regulations, codes and standards that govern the sector under the CNSC (the nuclear energy regulator). In this role you will:

- Actively monitor and collate information on international, federal, and provincial legislative and regulatory developments on electricity, environment, and other issues important to the nuclear industry.
- Collaborate with other industry associations to develop and align positions on legislative and regulatory issues.
- Actively monitor and collate information on international, federal, and provincial codes, standards, permitting and licensing developments, modernization and alignment important to the nuclear industry.
- Write, edit, and review regulatory updates, position papers, correspondence, and submissions to the government.

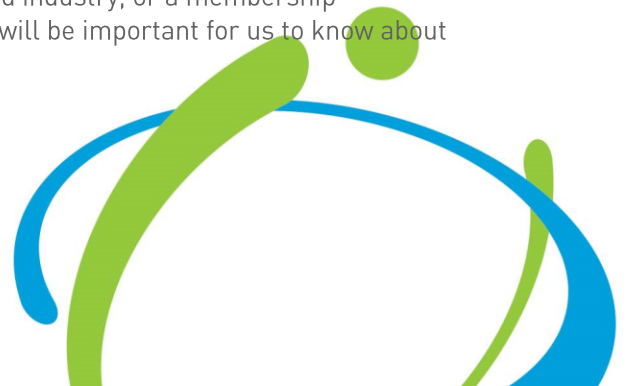
In this role, you will also:

- Identify, develop, and maintain key strategic relationships with governments (elected officials and departmental officials) and key stakeholders, including indigenous peoples.
- Meet, consult, negotiate and correspond with government officials, member organization representatives, and other stakeholders to explain and receive comment on legislative and regulatory proposals and implementation impacts.
- Proactively identify, scope, and carry out research projects.
- Write clear and concise reports; summaries; and briefing notes on complex issues for the CNA senior leadership and to update member companies.
- Track and report on metrics to measure task outcome success.

WHAT WE ARE LOOKING FOR:

As a successful candidate, you are known for your excellent organizational and communication skills coupled with the ability to manage multiple concurrent projects. You take leadership in understanding our members' regulatory issues and can foresee what actions need to be taken. You are comfortable working independently with little oversight, are a self-starter who takes initiative, and thrives in a collaborative team environment.

The nuclear industry is heavily regulated. If you have significant experience providing legislative and regulatory analysis and advice in a regulatory agency, a regulated industry, or a membership association it will advance your onboarding process greatly. It will be important for us to know about your experience and knowledge of the nuclear sector.



WHAT YOU WILL BRING:

The Senior Advisor, Regulatory Affairs will likely possess an undergraduate degree in engineering, law, public administration, environmental science, political science, economics, or another relevant discipline. You will have a minimum of seven (7) years of relevant and progressive experience in a field related to nuclear power operations, environment, energy, or economics in an operations, regulatory and/or a legislative environment. Other requirements you will bring to the role include:

- Experience conducting independent research and providing analysis and advice on complex issues.
- Experience meeting, consulting, and corresponding with government officials and relevant stakeholders.
- Experience managing and leading collaborative working groups.
- Prior experience working with the CNSC.
- Significant knowledge of the nuclear sector.
- Knowledge of environmental and other key federal legislation, regulations and policies affecting industry.
- Established relationships within the energy sector including utilities, the nuclear supply chain, Natural Resources Canada, and familiarity with CNA Member organizations.
- Strong technical skills working with a variety of databases, online platforms such as Office 365 (Microsoft Word, Excel, and PowerPoint).

The following are considered assets:

- Prior experience working for industry, and/or a trade association.
- Ability to speak, read and write in both official languages

SUCCESS CRITERIA:

- Meaningful engagement on key Federal legislative/regulatory initiatives with successful representation of nuclear sector interests.
- Codes and standards are developed/revised to reflect the existing and new nuclear technologies and operations and aligned with the US and internationally where possible/practicable.
- Member companies and CNA staff are engaged and informed of key initiatives.
- Processes documented to support our member organizations



LOCATION

This position will be in Ottawa, Ontario in our office co-located with Electricity Canada at 275 Slater St. However, we are open to discussing the option to work remotely within Ontario. The office is working on a hybrid model and we're following public health guidelines. To ensure the health and safety of the Electricity Canada/CNA offices, there is a mandatory vaccine policy in effect.

There is a possibility of travelling with this role, so you will need to maintain a current and valid passport.

TO APPLY:

If this opportunity intrigues you and relates to your experience, then we want to hear from you. Please take the time to tell us about yourself in a cover letter – we want to hear your story – your background, your accomplishments, and why this role is a good fit for you, and your career.

We offer a competitive compensation package including health/dental benefits, life insurance, a matching RSP program, vacation, and additional paid time off over the holidays in December. The CNA is committed to providing an inclusive and barrier-free recruitment process and work environment. We are an equal opportunity employer, and we are seeking qualified applications from employment equity groups including but not limited to Indigenous peoples, women, people of colour, people with disabilities, and members of **2SLGBTQ+** communities such as queer, transgender, non-binary, and gender-variant individuals.

You must be legally allowed to work in Canada to be eligible for this position. Please note that all applications will be acknowledged. Those selected for an interview will be contacted directly. The posting will remain active on our website until our search process is complete. We anticipate the first/ round of interviews to begin mid-December 2022.

Please contact us in confidence and provide notice in advance if you require accommodations at any stage of the recruitment process. All requests for accommodation will be considered in a fair and objective manner that will ensure applicants are treated with respect and dignity. Please submit your cover letter and résumé using our [online portal](#). For any questions or to request an accommodation, please [contact us](#).

