



Job Posting

Manager, Enterprise Risk (ERM)

Parkbridge Lifestyle Communities Inc. ("Parkbridge") is Canada's leading owner, operator and developer of lifestyle-oriented residential land lease communities, seasonal recreational resorts and marinas. Widely recognized as the industry leader in Canada, Parkbridge owns and operates the land, amenities and infrastructure while residents own the dwelling. It is a business model that results in solid investment fundamentals, offering a high quality, affordable and well-located product, geared toward Canada's changing demographics.

Since 1998, Parkbridge's portfolio has grown from two properties with 650 sites to over 90 Communities and Resorts with approximately 22,120 sites in British Columbia, Alberta, Ontario, Quebec and New Brunswick. Previously a public company, Parkbridge was purchased in January 2011 by the British Columbia Investment Management Corporation (bcIMC), one of the largest institutional investors in Canada, with over \$90 billion in assets under management, ushering in a new era of dynamic growth and leadership.

With extremely high occupancy levels, a great portfolio of assets, favorable demographics, strong financial fundamentals, and access to substantial capital, the company is well positioned for significant growth organically and through acquisitions. The opportunity now exists to add a **Manager, Enterprise Risk** to Parkbridge's management team in its Calgary office.

The Manager, Enterprise Risk will be the leader of the ERM program serving as a critical conduit for the ERM program developing, managing and monitoring risks and assessment programs being executed in various locations by leads with operational expertise.

Enterprise Risk Management:

- Work with an external professional team to implement a new methodology for ERM which will both protect the organization and create value for our Shareholder and Parkbridge.
- Lead on-going efforts to create, maintain and update the ERM methodology for identifying, quantifying, prioritizing, and managing risks and opportunities which could materially impact the organization's ability to achieve its financial, strategic, and operational objectives.
- Create key performance indicators/metrics and assist management in the early identification of risk trends.

- Provide risk support for major initiatives as appropriate, including: Environmental Stewardship, Water Systems Maintenance and Monitoring, Health and Safety Programs Monitoring.
- Lead the development and delivery of ERM training programs.
- Continuously assesses changes in the program content to ensure ongoing effectiveness.
- Generate and deliver regular reports that may be provided to executive leadership, the Audit Committee and the Board of Directors through collaboration with management.

Internal Audit:

- With the right candidate, the opportunity exists to establish a new structure for internal audit which will complement the ERM responsibilities and longer-term on-going reporting improvements.
- Collaborate with Corporate Controller, and financial accounting team, to maintain existing financial controls program (design and operational effectiveness of internal controls over financial reporting). Program includes evaluation of Parkbridge's control environment and information technology related risks.

Insurance Programs:

- Manage third-party insurer relationships.
- Insurance programs include: Property, General Liability, Business Interruption, Directors and Officers, Marina Operators, Course of Construction, Wrap Up Liability.
- Lead renewal and on-going design/maintenance of all PRK insurance policies (both blanket and property specific) for existing and recently acquired properties. Requires development/maintenance of databases capturing key insurance metrics (insured values, business interruption calculations, development project exposures, etc.).
- Review all liability insurance claims, and act as a liaison with Insurers.
- Coordinate periodic comprehensive insurance risk assessment (third party review) – implementing strategies and controls to minimize premiums.
- Direct internal communications with all impacted business leaders to facilitate risk assessments and ensure coverage completeness.
- Review of blanket program for course of construction and wrap up liability programs across development projects. Evaluate risks associated with all third-party contractor relationships. Evaluate pollution-related risks on an on-going basis.

Required Experience:

- Post-secondary Commerce or Engineering degree desired or combination of education and related work experience.
- 2-5 years' compliance, enterprise risk management, audit, or related experience.
- Hands-on experience in developing and implementing compliance management programs.
- Certificate in Risk Management/Enterprise preferred.
- Experience with reporting into a Board of Directors.

Required Skills:

- Strong knowledge of Enterprise Risk Management program development and management, and internal control standards required.
- Excellent communication/influence skills are required, including reports; presentations; group facilitation skills; ability to develop professional relationships; and networking internally/externally.
- Strong analytical skills and proven written and verbal communication skills; must be comfortable with both numeric and written material and an ability to analyze information from multiple sources.
- Maturity of judgment and decision making related to risk management and internal audit.
- Proven cross-functional management and leadership skills; ability to partner effectively across all levels of the organization and develop positive working relationships.
- Advanced PC/systems skills including proficiency with Microsoft Word, Excel and PowerPoint.
- Able to manage and execute multiple complex projects within required timelines and expectations required.
- Executive presence with internal partners and external constituents, as necessary.
- Ability to work independently in a continuously changing environment.
- Inquisitive nature, resourceful, and ability to seek out information.
- Energetic and positive demeanor.

Interested candidates may submit a curriculum vitae with a covering letter to careers@parkbridge.ca

Successful candidates will be contacted for an interview.