



The Professional Fish Harvesters Certification Board (PFHCB) is seeking a dynamic and strategic Executive Director to lead the organization in its continued implementation and advancement of the professionalization and certification program for fish harvesters in Newfoundland and Labrador.

Reporting directly to the Board of Directors, the Executive Director serves as the chief executive officer of the organization and is responsible for overall leadership, strategy development and implementation, operational & financial management, and stakeholder engagement. This is a senior executive position requiring strong leadership experience, policy expertise, and a comprehensive understanding of the harvesting sector of the commercial fishing industry.

The PFHCB is the provincial regulatory body responsible for the registration, certification, and oversight of professional standards of commercial fish harvesters in Newfoundland and Labrador. The Board administers and enforces legislation and criteria governing professional fish harvesters and plays a central role in advancing professionalization within the province's fishing industry. PFHCB criteria is directly linked to the DFO licencing policy and certification is a condition of participation in the Newfoundland and Labrador commercial fishery. The PFHCB works closely with industry stakeholders, government departments, and harvesters to promote high standards of competency, accountability, and sustainability in the fish harvesting sector.

Responsibilities

Legislative Oversight & Board Governance

- Ensure the effective application and administration of board legislation (*Professional Fish Harvesters Act*), certification criteria and policies
- Advise the Board and Committees on strategic, financial, operational, regulatory, and policy matters
- Develop and implement Board-approved strategic initiatives
- Oversee certification, compliance, and professional standards processes
- Monitor and interpret changes in relevant provincial and federal legislation
- Support the Board in meeting its legislative objectives, preparing strategic plans and annual performance reports

Strategic Leadership

- Serve as a key liaison with fish harvesters, industry stakeholders, government departments, partner organizations and media
- Foster a collaborative, accountable, and high-performing organizational culture
- Ensure sound financial management, budgeting, reporting, and internal controls
- Oversee administrative and information systems as well as certification and registration processes
- Monitor fishery professionalization initiatives in other jurisdictions
- Lead daily operations and long-term planning initiatives to strengthen the professional certification framework
- Analyze data to track industry trends and prepare statistical reports to support strategic decision
- Perform other duties as assigned by the Board

Qualifications & Experience

- Extensive knowledge and progressively responsible experience related to the commercial fishing industry
- Demonstrated credibility and respect within the fish harvesting sector
- Proven senior leadership and management experience

- Strong strategic thinking and policy development capabilities
- Demonstrated financial management and budgeting expertise
- Exceptional interpersonal, communication, and stakeholder engagement skills
- A relevant degree, professional designation, or an equivalent combination of education and experience

Competencies

- Visionary and strategic leadership
- Sound judgment and decision-making ability
- Strong governance and regulatory expertise
- Team building and staff development skills
- Political awareness and relationship management capability
- Integrity, professionalism, and accountability
- Knowledge of databases and information management

The salary range for this position is \$95,000 to \$130,000 annually. Compensation to commensurate with an individual's skills, competencies, and qualifications. Interested candidates are invited to submit a cover letter and resume to jobs@pfhcb.com. Only those selected for an interview will be contacted.