Flight Department Manager
Full-Time

Campbell River Region
Campbell River

Tuesday November 3, 2026

$41+/ hour ($96,000.00 to $144,000.00 per annum)

Company: Broadstreet Properties Ltd

Website: https://www.broadstreet.ca/careers

Industry: Management/ Administration

Remote/Camp Based Job: No

How to apply:

Please apply directly at: https://www.broadstreet.ca/careers/flight-department-manager-campbell-river2

Expiry Date:

Tuesday, November 17, 2026

Details:

Located in Campbell River BC, we are a private corporate flight department under CARs 604, delivering safe, compliant, and professional aviation services. Our modern fleet includes a Legacy 500, Praetor 500, Phenom 300E, and Airbus Helicopter AS350 B2, supporting a strong safety culture and operational excellence across all flight activities. We are seeking an experienced Flight Department Manager (FDM) to provide senior leadership and oversight of all aspects of flight operations, with a primary focus on safety, regulatory compliance, budget and risk management. This full-time, permanent role is suited to a highly accountable aviation professional with deep knowledge of Transport Canada regulations, a proven commitment to Safety Management Systems, and the ability to ensure operations consistently meet or exceed regulatory and corporate standards. The candidate will manage the day-to-day operations and ensure a quality experience for the owners and guests and provide oversight to all areas of the organization. Your contributions to the team include: • Ensure conformity with Transport Canada regulations (CARs 604) as well as corporate policies and procedures. • Act as primary liaison with Transport Canada inspectors (POI, PMI) and regulatory bodies. • Develop, implement, and maintain guidelines, policies, and procedures for aviation services, including quality assurance and industry best practices. • Oversee the Safety Management System (SMS), ensuring continuous improvement, reporting, and corrective action processes. • Monitor, assess, and report on airport and aviation facilities as to their condition, initiate risk assessments and corrective actions. • Manage departmental budget, monitor and control spending in line with annual limits. • Manage and prioritize the flight

schedules to ensure that travel needs are met between corporate and ownership requests • Research, evaluate, and recommend aircraft equipment and technology improvements. • Implement and update the Company Operations Manual and ensure crew compliance. • Work closely with the Chief Pilot to ensure crew training, scheduling, and regulatory currency. • Oversee passenger itineraries, crew assignments, and operational reporting. • Manage departmental budget, monitor and control spending in line with annual limits. • Research, evaluate, and recommend aircraft equipment and technology improvements. • Implement and update the Company Operations Manual and ensure crew compliance. • Work closely with the Chief Pilot to ensure crew training, scheduling, and regulatory currency. • Oversee passenger itineraries, crew assignments, and operational reporting. • Communicate with the owners regularly regarding their needs with flexible schedules and pivoting with short notice requests and cater to their individual needs. • Provide leadership, management, direction, and mentorship to subordinate staff, fostering a collaborative and high-performance team culture. • Participate in audits, inspections, and continuous improvement initiatives. • Maintain up-to-date knowledge of aviation technologies, regulations, and best practices. • Provide accurate and timely reporting to General Manager, owners, and other stakeholders. • Additional duties as required. What we offer: Employees enjoy a wide range of benefits and competitive reward. You will be eligible to receive salary range of $96,000.00 to $144,000.00 per annum, this will be determined by your skill set, education and experience. You will also be eligible to participate in the Company’s benefits program covering: • Employer paid extended health, vision, and dental coverage (including family) • Employee and Family Assistance Program • Employee Referral Program • Yearly health and wellness benefit • RPP eligibility after 1 year

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Qualifications & Experience:

What you need to be successful: • 5 plus years aviation industry experience in commercial, private, or charter operations. • 3 plus years in a supervisory or management role with a private or commercial operator of similar size and complexity; OR has held the licences and ratings required to act as Captain on company aircraft. • Strong understanding of Transport Canada Civil Aviation Regulations (CARs 604) and related circulars/advisories. • Demonstrated leadership skills with experience supervising, training, and motivating teams. •

Strong communication skills with owners and crew are essential for success in this role • Proven experience managing safety systems, compliance programs, and operational documentation. • Regulatory knowledge of CARs 604 and other applicable aviation regulations. • Strong understanding of SMS, ERP, and quality assurance programs. • Knowledge of crew scheduling, training, and record management systems. • Proven experience with budget management and cost-control processes. • Strong problem solving/solution-oriented thinking as well as proven strategic thinking

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