

CAMPBELL RIVER HARBOUR AUTHORITY
Harbour Manager, Campbell River, BC

The Ideal Candidate:

The ideal candidate is a dynamic and strategic leader with strong operational, financial, and regulatory knowledge, capable of fostering community relationships and guiding a dedicated team. They thrive in balancing day-to-day harbour operations with long-term planning while maintaining a culture of excellence and safety.

Position Summary:

The Harbour Manager is a key leadership role within the Campbell River Harbour Authority (CRHA), responsible for overseeing all harbour operations, financial sustainability, regulatory compliance, and stakeholder engagement. Reporting directly to a delegate of the Board, the Harbour Manager ensures the safe, efficient, and strategic management of the harbour. This role requires an experienced leader who can balance daily operational demands with long-term planning and community engagement while fostering a culture of excellence within the team, including direct supervision of staff.

Position: Full-time

Reports to: A delegate of the Board

Compensation: \$60,000 - \$65,000/year

Responsibilities:

Operational Management & Compliance: Oversee all aspects of daily harbour operations, ensuring safety and efficiency. Implement and enforce harbour policies, environmental regulations, and emergency protocols. Coordinate maintenance, infrastructure improvements, and capital projects to enhance harbour services. Ensure compliance with all municipal, provincial, and federal maritime regulations.

Financial & Revenue Management: Develop and manage the annual budget in collaboration with the Board. Oversee revenue generation through berth rentals, leases, and services. Identify and pursue funding opportunities, including grants and government support. Monitor and analyze financial performance, ensuring sustainable operations.

Team Leadership & Staff Development: Supervise and support Administrative Assistants and harbour staff, ensuring effective team collaboration. Provide mentorship and development opportunities to foster a high-performing workplace. Conduct performance reviews and support professional growth initiatives.

Stakeholder & Community Engagement: Act as the primary liaison between CRHA, harbour users, community stakeholders, and government agencies. Engage with commercial fishers, marine businesses, & recreational boaters to understand their needs. Represent CRHA at industry events, community meetings, and networking opportunities.

Strategic Planning & Harbour Development: Collaborate with the Board to develop long-term strategies for harbour growth and sustainability. Identify opportunities for facility improvements, new service offerings, and operational efficiencies. Adapt to industry trends, regulatory changes & economic conditions to maintain a competitive facility.

Skills & Abilities: Strong leadership and team management skills. Excellent problem-solving and decision-making abilities. Knowledge of marine industry operations, commercial fishing, and harbour management. Financial acumen, including budgeting, revenue forecasting, and financial reporting. Strong communication, negotiation, and relationship-building skills. Ability to develop and implement strategic initiatives and operational improvements. Proficiency in administrative and operational software. Highly organized with the ability to multitask in a fast-paced environment.

Key Leadership Competencies: Models the Way: Leads by example, demonstrating professionalism, integrity, and accountability. Sets high standards for safety, customer service, and operational excellence.

Inspires a Shared Vision: Works with the Board to develop and communicate CRHA's long-term vision. Encourages team and stakeholder buy-in to strategic initiatives.

Challenges the Process: Identifies and implements innovative solutions to operational challenges. Continuously seeks efficiencies and improvements in harbour management. **Enables Others to Act:** Empowers staff with training, support, and clear direction. **Fosters a collaborative and inclusive work environment.**

Encourages the Heart: Recognizes and appreciates the contributions of team members and stakeholders. Promotes a positive and engaged harbour community.

Requirements:

- Minimum of 5 years of management experience in harbour operations, marine industry, or a related field. Post-secondary education in business management, marine operations, or a related field is an asset. Knowledge of relevant regulatory frameworks and maritime safety protocols. Valid driver's license and ability to work flexible hours, including occasional evenings and weekends. Experience in nonprofit management and working with a Board of Directors is an asset.

To Apply: Please submit your cover letter and resume to fishermans@shaw.ca

Thank you for your interest, however only shortlisted candidates will be contacted. We look forward to hearing from you!

About Us: The Campbell River Harbour Authority (CRHA) is a non-profit, community-based organization that has managed the federally owned small craft harbour in Campbell River, B.C. since 1998. Over the past 27 years, we've built a reputation for providing a safe, well-maintained, and efficiently operated marine facility that serves a

diverse user base-from local commercial fishers to recreational boaters and marine tourism operators.

With a strong focus on long-term growth, community engagement, and financial sustainability, CRHA continues to expand its services and infrastructure to meet growing regional demand.

Our success is rooted in strong leadership, community partnerships, and a deep commitment to supporting the marine economy on Vancouver Island and beyond.