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## Director, Public Policy

### About CAPP

The Canadian Association of Petroleum Producers (CAPP) is a non-partisan, research-based industry association that advocates on behalf of our member companies, large and small, that explore for, develop, and produce oil and natural gas throughout Canada.

Our associate members provide a wide range of services that support the upstream industry. CAPP's members produce nearly three quarters of Canada's annual oil and natural gas production and provide more than 400,000 direct and indirect jobs in nearly all regions of Canada. In 2022 across Canada, our industry contributed \$111 billion to the Gross Domestic Product (GDP) in addition to paying \$45 billion in taxes and royalty payments. CAPP is a solution-oriented partner and works with all levels of government to ensure a thriving Canadian oil and natural gas industry.

We strive to meet the need for safe, reliable, affordable, and responsibly produced energy, for Canada and the world. We are proud to amplify industry efforts to reduce GHG emissions from oil and gas production and support Indigenous participation and prosperity.

### Position Summary

The Director, Public Policy and Strategic Engagement is a key member of the Sustainability, External Relations, and Indigenous Affairs team and will work in close collaboration with the other team members, as well as in collaboration with other CAPP departments and task groups composed of representatives of member companies.

The successful candidate will lead the development of high impact federal public policy initiatives and engagement activities to advance and deepen the organization's positioning as a thought leader and the leading voice for the conventional oil and natural gas sector. This person will be a highly strategic, non-partisan tactician who demonstrates significant intellect and relationship and influencing skills with experience both within public sector and corporate settings. This role calls for an experienced candidate who brings a demonstrable combination of public policy depth, strong analytical skills, corporate/business acumen, political insight, as well as the ability to conceive and then implement effective advocacy and relationship strategies.

This position is based in **Ottawa, Ontario** and reports to the VP, Sustainability, External Relations and Indigenous Affairs.

- Develop comprehensive, proactive public policy development and strategic engagement strategies and tactics to obtain value for, and advance interests of, CAPP and the upstream oil and natural gas industry.

- Constantly monitor and synthesize federal public policy activities as well as the external environment to anticipate and identify risks, opportunities, and issues relevant that could potentially affect the oil and natural gas industry, in particular CAPP's members.
- Assist CAPP in developing and maintaining strong relationships with government officials, Parliamentarians and key public influencers.
- Focus on strong communication and building rapport with key internal and external stakeholders, specifically member companies, by conducting issue tracking, ongoing engagement, and regular information sharing.
- Additional duties and support as required.

### **Qualifications and Experience**

- Holds a post-secondary degree in business, political science, economics, social sciences, or a related discipline is required.
- A minimum of 10+ years experience within government or a government relations role with a significant focus on engagement at various levels.
- Demonstrated ability and experience in navigating complex public policy issues through impactful engagement with Parliamentarians and federal government officials.
- Experience regarding Indigenous Policy and Regulatory Affairs with respect to project development would be considered an asset but isn't required.
- Ideally possesses a good understanding of Canada's oil and natural gas sector and/or highly regulated industries, or at a minimum has corporate knowledge.
- Travel may be required. Work hours may vary from time to time.
- Functional bilingualism is considered a strong asset.
- Must be eligible to legally work in Canada.

### **Personal Skills and Qualities**

- An expert in conceiving, developing and implementing strategic government relations plans. Proven track record and success working with the federal and provincial governments with tangible outcomes.
- Strong understanding of the political landscape and political process in Canada at both provincial and federal levels coupled with an understanding of -- and can navigate -- the dynamics between governments, partisan political parties, industry, stakeholders, the public, and media.
- Reliable, self-starter with a thoughtful, proactive and deliberative approach, balanced with an action orientation focused on results.
- Strong analysis, critical thinking, and problem-solving skills. Inclination to seek and analyze data from a variety of sources to support decisions and to align others with the organization's overall strategy.
- Solid network of key stakeholders, including both federal and provincial government officials, relevant agencies, and industry associations.
- Demonstrated ability to succeed in a dynamic high-performance environment, working successfully across the organization, both independently and as a member of a team.
- Good understanding and appreciation for government policies and political issues relevant to the energy sector.

- Strong communicator with experience in communicating at high levels and the ability to clearly articulate to target audiences an inspiring vision for the organization and the upstream oil and natural gas industry.
- Excellent writing skills and strong abilities for creating briefing notes, speaking notes and compelling presentations.
- Results oriented and delivery focused; able to independently organize, manage, prioritize, and deliver high quality results on multiple assignments under tight deadlines.

**To Apply**

Forward your cover letter and resume in confidence to [jobs@capp.ca](mailto:jobs@capp.ca) referencing “Director, Public Policy” in the subject line. Applications will be accepted until the position is filled. We thank all those who apply; however, only candidates selected for an interview will be contacted.