

Manager, Industry Training & Development

Permanent Full-Time

Shape the Future of Learning for BC's Local Government Sector!

At the British Columbia Municipal Safety Association (BCMSA), we believe effective training is one of the most powerful tools for creating safer workplaces.

As the trusted health and safety association for BC local governments, BCMSA partners with members across BC to advance workplace health and safety through education, advisory services, industry collaboration, resources, and innovative programs. Our occupational health and safety training portfolio is a key part of that commitment, helping organizations build safer workplaces, strengthen safety culture, and support regulatory compliance.

We're looking for a **Manager, Training & Development** to lead the day-to-day quality, effectiveness, and strategic direction of BCMSA's occupational health and safety training portfolio. This hands-on management role is ideal for an experienced learning professional who is passionate about adult education and instructional design and can lead subject matter experts through the development of meaningful learning experiences that improve workplace performance and safety outcomes.

What You'll Do:

Reporting to the Director of Programs & Initiatives, working collaboratively with subject matter experts, instructors, and stakeholders, you'll oversee curriculum governance, quality assurance, instructor excellence, and evaluation practices while helping ensure our learning programs continue to meet the evolving needs of BC's local government sector.

You'll strengthen curriculum governance, quality assurance, and evaluation processes, support instructor excellence, and use learner feedback, program data, and stakeholder insights to enhance existing programs and recommend future learning opportunities. Your work will help ensure BCMSA's learning portfolio remains relevant, effective, and aligned with industry standards. You will provide learning leadership and work collaboratively with the Client Services team who schedule and coordinate over 1500 course offerings per year, to ensure our industry education offerings are top quality.

Who You Are

You are an experienced learning professional who understands that effective training is about more than content, it's about creating learning experiences that change behaviour and improve workplace performance.

You are skilled at leading and partnering with subject matter experts to translate technical information into learner-centred training solutions and have a passion for quality, continuous improvement, and evidence-based decision-making. You thrive in collaborative environments, can provide direction and feedback, effectively manage multiple priorities, and are motivated by making a meaningful impact through learning. While this position is

currently designed at the manager level, we are open to adapting the role for a promising candidate with relevant foundational experience and the potential to grow.

Your Skills and Qualifications:

- **Education & Experience:** Post-secondary education in Adult Education, Learning and Development, Instructional Design, Educational Technology, Organizational Development, or a related field, or an equivalent combination of education and experience. Experience in occupational health and safety, local government, or other regulatory environments is an asset.
- **Adult Learning & Instructional Design:** Strong understanding of adult learning principles, instructional design methodologies, course creation platforms, curriculum development, and learning evaluation practices.
- **Analytical Thinking:** Able to assess learner, organizational, and industry needs, analyze data and feedback, and recommend practical, evidence-based learning solutions.
- **Project Management & Organization:** Highly organized, able to manage multiple priorities.
- **Leadership:** Able to provide clear direction, coordinate the work of contributors, provide constructive feedback, and make sound day-to-day decisions.

Why Work for BCMSA

- We genuinely care for one another and the members we serve.
- We cultivate a positive workplace culture through team-building activities and a supportive environment.
- We are committed to diversity, equity, inclusion and belonging.
- We offer a flexible work environment that supports work-life balance.
- We offer a comprehensive compensation package, including an annual salary of \$109,000 to \$120,000, based on qualifications and experience; excellent health and dental benefits; participation in the Municipal Pension Plan; generous vacation time; health and wellness supports; and opportunities for personal and professional development. We may also consider adapting the title, scope and salary for a promising candidate who is ready to grow into the manager role.

How to Apply

If this sounds like the opportunity for you, please email your cover letter and resume to jobs@bcmsa.ca with the subject line “**Manager, Industry Training & Development.**”

Applications will be reviewed as received and accepted until **4:00 p.m. on Friday, October 9, 2026**. The successful candidate must reside in British Columbia’s Lower Mainland. Learn more at bcmsa.ca/careers or contact [our team](#) with questions.