

# VICE PRESIDENT OF OPERATIONS

*ORIGIN is an Indigenous-owned progressive business enterprise that takes pride in offering innovative technology solutions to a growing portfolio of clients in targeted industries. Founded in 2009 our history is rooted in economic & workforce development and has evolved over a twelve year period into a provider of full suite of 360 VR solutions.*

## JOB BRIEF

ORIGIN is the creator of ImmersiveLink – a comprehensive Virtual Reality based VR platform that used for Career (exploration, development & training) as well as Indigenous cultural awareness & Diversity purposes. Focused on its growing domains of service, ImmersiveLink wishes to expand its reach into new markets across Canada and internationally. We are seeking a VP Operations to support operations and support efficiencies as we scale our company.

**We are looking for someone with at least 3 years of senior management and 10 years industry-related experience.**

## IDEAL PROFILE

Apart from the must have's that follow this list, our ideal candidate would:

- Lead/direct personnel and operations virtually (staff located in various areas)
- Be a decision-maker able to make sophisticated decisions about business processes and strategy
- Possess a sound financial background in managing budgets and preparing financial processes
- Have an understanding of Indigenous engagement across the lifecycle of business activities;
- Have a working knowledge of Indigenous cultures and histories;
- Work in a team environment and collaboratively with internal stakeholders and business units; (remotely)
- Have excellent verbal and written communication skills,
- Have demonstrated experience of strong supervisory and leadership skills;
- Have extensive knowledge of the principles, procedures, and best practices in organizational management;
- Demonstrate excellent organizational skills and attention to detail;
- Have strong analytical and problem-solving skills;
- Be proficient in cloud storage, CRM, planning and related applications to support virtual work environments
- Be a highly developed communicator
- Be interested in personal development of yourself and your team members
- Be an extraordinary strategist with remarkable presentation skills

## MUST HAVE'S

- A degree in business management or equivalent experience (preferred MBA)
- A minimum of 3 years of experience in upper management

## RESPONSIBILITIES

- Performs financial controls audit and implements sound accounting and financial processes
- Creates performance projections and supports business pricing strategies and performance
- Reviews and approves cost-control reports, cost estimates, and staffing requirements for projects;
- Establishes and administers each department's/project's budget;
- Establishes, implements, and communicates the strategic direction of the organization's operations division;
- Supports organization's business development activities;
- Prepare presentations and briefs on strategic issues;
- Collaborates with executive leadership to develop and meet company goals while supplying expertise and guidance on operations projects and systems;
- Collaborates with other divisions and/or department leads to carry out the organization's goals and objectives;
- Identifies, recommends, and implements new processes, technologies, and systems to improve and streamline organizational processes and use of resources and materials;
- Ensures that departmental decisions and project plans such as those for staffing, development, organization, material efficiency, hardware acquisitions, and facilities are in line with the organization's business plan and vision;
- Establishes, communicates, and implements operations-related policies, practices, standards to ensure effective and consistent support and execution;
- Presents periodic performance reports and metrics to the chief executive officer and other leadership;
- Maintains knowledge of emerging technologies and trends in operations management;
- Identifies training needs and ensures proper training is developed and provided;
- Recruits, interviews, hire, and trains staff;
- Oversees the daily workflow of each department;
- Provides constructive and timely performance evaluations;
- Handles discipline and termination of employees in accordance with company policy.

## COMPENSATION& BENEFITS

- Full-time role
- Base salary: \$90,000 – \$120,000
- Incentive Performance Bonuses
- Some travel as required
- Location: Virtual office potential

**Apply now by submitting your resume and interest to [info@immersivelink.ca](mailto:info@immersivelink.ca)**

To learn more about ORIGIN, please visit our website at [www.immersivelink.ca](http://www.immersivelink.ca) for more company information. You can also visit us on [Facebook](#) and [LinkedIn](#).

