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### SUMMARY

Energetic, professional with strong communication skills with experience as a senior executive in both the public and private sectors. Solid ability to organize, facilitate and provide leadership within a corporation and community capacity.

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### EXPERIENCE

- Acting Chief Executive Officer of Enterprise Cape Breton Corporation (ECBC) - June 17, 2013 to present. ECBC is a Federal Crown corporation with a mandate for economic development. In 2010, the corporation merged with another Crown corporation, the Cape Breton Development Corporation, whose mandate included legacy and remediation responsibilities of the federally owned mining operation on Cape Breton Island. In total, the annual budget is approximately \$100 million. This includes approximately \$14 million for the delivery of services of the Atlantic Canada Opportunities Agency (a Federal department with an economic development mandate). There are 60 people employed at ECBC.
- Executive Director General of Enterprise Cape Breton Corporation. This position oversees and coordinates the complete range of community economic development programs and services on CB Island and Mulgrave in the context of policy, advocacy and business promotion with an ultimate goal to develop and coordinate the attraction of corporate development priorities and investment in a manner which will achieve the maximum economic legacy benefits to Cape Breton.
- Acting Chief Executive Officer of Enterprise Cape Breton Corporation - from February 8, 2007 until June 1, 2008; a Crown corporation with approximately 46 staff. Reporting to the Board of Directors, this position is responsible to provide leadership and vision within the corporation and the community at large in delivering on its economic development mandate.
- Director General of Development overseeing staff in the delivery of various programs for community economic development and the development of policy as it relates to a changing economy.
  - Director General of Commercial Accounts overseeing staff in the delivery of various programs as well as the management of accounts receivable for an overall annual budget of approximately \$50 million.
  - Senior Manager in charge of several audits of large non-profit organizations particularly in the field of health care as well as other non-profit organizations. This included the supervision of staff members.
  - Senior Manager in charge of several large and small profit-oriented businesses. Included in these were two large financial institutions. These assignments included a wide variety of services ranging from account assistance, preparation of forms for regulatory agencies and preparation of corporate and personal tax returns.

- Delivered presentations of financial statements and management reports to boards of directors and audit committees for various profit and non-profit organizations.
- Performed special assignments for various clients including accounting assistance, financial statement preparation and examination of internal controls and making recommendations for improvement.

### **TEAM WORK**

- Current Board Member and Treasurer, Cape Breton Regional Hospital Foundation since 2009.
- Current Chair, United Way of Cape Breton.
- Current Member, Board of Governors, Cape Breton University since 2008.
- Treasurer of the Board of Directors of Unity House Society for 10 years bringing financial leadership to individuals dedicated to providing shelter and quality of life to physically and mentally handicapped adults.
- Currently a member of various committees at the Vice President level in the Atlantic Region and ACOA. Work closely with various officials in the federal, provincial and municipal governments as well as other development agencies.
- A member of the Cape Breton Committee on the Nova Scotia Institute of Chartered Accountants. Played an integral role in the setting up of local professional development programs.
- Served as a member of the Cape Breton Family YMCA. Dealt with the financing and approval for a large renovation project.
- Coach for soccer and basketball teams at junior high and elementary levels.

### **WORK HISTORY**

#### **Enterprise Cape Breton Corporation (ECBC), Sydney, N.S.**

2001-2005

Director General, Commercial Programs

2006-2007

Director General, Community Economic Development

February 2007 – June 2008

Acting Chief Executive Officer

June 2008 – June 2013

Executive Director General

June 2013 – Present

Acting Chief Executive Officer

#### **KPMG, Sydney N.S.**

1989-2001

Chartered Accountant, Senior Manager

Involved in audit and tax.

#### **Cape Breton Regional Hospital, Sydney, N.S.**

1985-1989

Registered Nurse

#### **Moose Factory General Hospital, Ontario**

1984-1985

Registered Nurse

#### **Verner Surveys Limited**

Para Legal Technician

1982-1983

### EDUCATION

<b>Centre Linguistique Cantin</b> 2005	French Language Training, Level BBB
<b>Atlantic School of Chartered Accountancy</b> 1992	Recipient of the <i>David Hope Honor Roll</i> Award in recognition of outstanding performance in the professional program and the uniform final exam.
<b>University College of Cape Breton</b> 1989	Bachelor of Business Administration
<b>Saint Rita Hospital School of Nursing</b> 1984	Registered Nurse
<b>University College of Cape Breton</b> 1982	Para Legal Technology

### OTHER PROFESSIONAL ACTIVITIES

#### How Ottawa Works and Leadership Courses.

- Detailed courses offered through the Canada School of Public Service involving the machinery of government.
- Canada School of Public Service leadership certificate.

#### CICA in depth taxation

- Participated in programs related to economic development offered by Nova Scotia Institute of Chartered Accountants.
- Participated in the in-depth tax course sponsored by the Canadian Institute of Chartered Accountants.

#### University College of Cape Breton

- Instructor for accounting course 1998/99 winter session and 1999 fall and winter session.

#### Cape Breton Family, YMCA

- Member for 21 years and served on the finance committee.

#### Professional Development

- Member of the Nova Scotia Institute of Chartered Accountants.