



Senior Manager, Pilotage Simulator for Training and Research (PSTAR) Centre for Marine Simulation

About BC Coastal Pilots

The British Columbia Coast Pilots Ltd. (BCCP) is a shareholder-based private company located in Vancouver BC, Canada, and has been providing safe passage for ships along BC's Pacific coast for the past 51 years. The BCCP provides expertise in the safe movement of shipping through its members' local knowledge by ensuring excellence in pilotage that enhances trade and protects human health, property and the environment as well as public and economic interests. A Marine Pilot is a licensed professional who uses their expert knowledge of local waters to direct the navigation of a vessel through BC's ports and waterways using the safest route.

As the company continues to grow, we are now looking to add further expertise to the Simulator team and are seeking a **Senior Manager, Pilotage Simulator for training and Research Centre for Marine Simulation**.

The position will be working under *BCCP-Ventures (BCCP-V)*, a wholly owned subsidiary of the BCCP.

The Pilotage Simulator for Training and Research Centre for Marine Simulation (PSTAR) is a joint venture between **BCCP-Ventures** and the **Pacific Pilotage Authority (PPA)** for the purpose of owning and operating the simulator and the simulator business.

The position is full-time and will work out of the Downtown Vancouver office. Some travel will be required.

Position Overview

Senior Manager – Pilotage Simulator for Training and Research (PSTAR) Centre for Marine Simulation

The new position will act as the lead focal point for the PSTAR Centre for Marine Simulation's overall operational continuity, ensuring smooth day-to-day operations, strategic improvements and business administration. The role will ensure the center is managed to be functional, welcoming and aligned with the PSTAR Partnership's goals for the Centre. The Senior Manager, PSTAR will be accountable to the PSTAR Management Committee, and manage the goals and objectives for the PSTAR Centre for Marine Simulation business plan to ensure it functions as a world-class center for marine pilot training, simulation-based risk assessment, and industry research.

The Senior Manager, PSTAR Centre for Marine Simulation, will report to the Manager, Workplace & Human Resources (BCCP) and provide direct supervision to the PSTAR Technical Manager, ensuring the simulator and facility is operationally reliable.

The position will be responsible for the strategic evolution of PSTAR as a center of excellence for pilotage and marine simulation on Canada's West Coast.

The right individual will have experience running a transportation simulator training facility and preferably have some knowledge of pilotage requirements and services in Canada.

Specific Responsibilities:

Working with and being accountable to the PSTAR Management Committee, the Senior Manager, PSTAR will:

- Support the PSTAR Management Committee in the development of a three-year strategic plan.
- Develop and implement basic operational policies (e.g. booking procedures, data access protocols, communication strategy for ad hoc instructions, etc.).
- Track and record simulator usage, providing regular reports to PSTAR management committee.
- Manage simulator and training center utilization; implement data-informed planning and a continuous improvement plan.
- Strive for innovation and maintain currency on technology upgrades, maritime industry best practices, new training models and methods.
- Prepare quarterly simulator and facility usage utilization (forecasting and actuals), and operational reports for the PSTAR Management Committee.
- Maintain the PSTAR center financial health by managing & monitoring budgets and identifying new revenue streams or cost savings.
- Provide direct support and supervision to the PSTAR Technical Manager.
- Be the point of contact for internal users, 3rd party users and contractors.
- Risk & Compliance, ensure adherence to all safety standards within the centre.
- Update and maintain the PSTAR website, providing the ability for efficient scheduling and information sharing.

The Senior Manager – Pilotage Simulator for Training and Research (PSTAR) Centre for Marine Simulation is a new position, and the job description will be further refined, in consultation with the successful candidate in the first three months of employment.

Qualifications, Skills & Related Experience

- Bachelor's degree in business administration or equivalent
 - Minimum of three (3) years' experience working in a simulation center or training facility management
 - Familiarity with marine and navigational terminology.
 - Business acumen with exposure to operational planning, and basic accounting and financial planning skills.
 - Experience in training management or adult education.
 - Knowledge of K-SIM Navigation software or similar simulator software (marine or aviation industry) desirable.
 - Experience managing database-driven environments with versioning and accuracy control.
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- Excellent IT and technical skills related to MS client server and hardware service.
- Knowledgeable with real-time systems, their complexities and vulnerabilities.
- Able to build appropriate, constructive, and effective business relationships throughout the organization and with key stakeholders; use diplomacy and tact; accessible and approachable in relationships with others; communicate clearly, accurately, and consistently, both verbally and in written matters.
- Strong record management skills, with clear understanding of confidentiality and data security.
- Proven ability to manage schedules, clients in challenging environments.

About You:

You are:

- A strong, considerate leader with an entrepreneurial focus.
- Effective at problem-solving and concise decision-making.
- Results-oriented and able to work within a small team with minimal supervision.
- Easily adapt to new technologies and trends.
- A dynamic, inclusive leader, with experience to quickly establish rapport and credibility.
- Are skilled at finding creative solutions to issues and challenges.
- Enjoy gathering and analyzing data, research and market trends.
- Have a reputation for uncompromising professional integrity and personal values, working in an inclusive environment.

Compensation Package

- Base salary \$140,000. – \$165,000. per year, wage to commensurate with experience.
- Comprehensive Benefits package and may include bonus eligibility.
- Annual vacation allocation starting at four (4) weeks.
- Opportunity for professional development and continuous learning.

How To Apply

Qualified applicants are encouraged to apply in confidence to twowillowsconsulting@gmail.com with a **covering letter and resume** and BCCP – Senior Manager in the subject line, that clearly outlines their education and experience required of this new position, as well as their salary expectations **By January 31, 2026**.

BCCP is an equal opportunity employer and is committed to diversity, equity, and inclusion, and all candidates will receive the same consideration based on their skills and experience, without regard to race, color, religion, sex, sexual orientation, gender identity, national origin or disability.

We thank all applicants who apply; however, only those selected for consideration will be contacted.
