

**CHIEF OPERATING OFFICER
COLUMBIA BASIN BROADBAND CORPORATION**

SUMMARY

The Chief Operating Officer (COO) is responsible for providing leadership and direction to the Trust's Broadband Team and advancing social and economic development in the Basin through the development and use of broadband. The primary responsibilities include developing and implementing specific business strategies, and managing the operations of Columbia Basin Broadband Corporation (CBBC), the Trust's wholly-owned subsidiary.

KEY ACCOUNTABILITIES

- 1. Responsible for the Strategic Management and Operations of the CBBC network.**
 - Leads the development and implementation of the Trust's strategy to improve broadband in the Columbia Basin.
 - Leads business negotiations related to CBBC operations and strategies.
 - Oversees the management and operation of the CBBC network.
 - Ensures network services are provided in accordance with requirements for performance, reliability, availability and security.

- 2. Responsible for Business Development.**
 - Leads and facilitates social and economic development initiatives that use the CBBC network.
 - Explores and pursues opportunities to connect and expand the network.
 - Explore opportunities to generate revenue earned from the CBBC network.
 - Explore and pursues commercial, business development and education opportunities created by the network and the services available.
 - Anticipates future requirements and trends and ensures CBBC's capabilities meet the current and future needs of CBBC.

- 3. Responsible for Relationship Management.**
 - Works with communities and rural areas to interconnect them to the network.
 - Builds and maintains close relationships with multiple stakeholders, including different levels of government, community development organizations and the private sector.
 - Represents the Trust to local, regional, provincial, federal and industry stakeholders.
 - Oversees all community engagement related to the Trust's Broadband initiative.
 - Maintains strong relationships with partners, customers and suppliers.

- 4. Responsible for Financial Management.**
 - Oversees all financial and corporate planning activities, including budgeting, forecasting and financial management.
 - Ensures that relevant financial data is presented to the Board of Directors.
 - Recommends and implements financial pricing strategies, policies and standards.
 - Compares financial performance with leading industry indices and performance measures and reports regularly on CBBC financial performance.

5. Responsible for General Management.

- Represents the Trust's values at all times.
- Oversees asset procurement, monitoring, and management of insurance.
- Ensures all risks related to the construction and network operations are identified and assessed and reviewed and mitigation strategies have been identified.
- Oversees legal activities, and the development and execution of contracts, leases, and other legal documents and agreements.
- Coordinates governance matters relating to the Board of Directors.

5. Provides Leadership and Guidance to Broadband Team consisting of:

- Chief Technology Officer
- Network Infrastructure Manager
- Business Support Analyst
- Business Services Coordinator

8. Performs other related duties as required.

REQUIRED QUALIFICATIONS AND EXPERIENCE

- A minimum of a post-secondary degree in finance, accounting, business administration, information technology OR an equivalent combination of education, training and experience.
- A minimum of ten years of operational experience, including a minimum of 5 -7 years' experience in a senior business management role.
- Strong leadership experience, financial management acumen and a successful track record of execution of large scale complex projects.
- Broadband experience is considered an asset.
- Strong organization, interpersonal and communication skills to effectively deal with multiple stakeholders, including different levels of government, community development organizations and the private sector
- Ability to adapt to evolving circumstances in communities and respond to community needs in an effective and respectful manner.
- Ability to focus on and meet client or customer needs, with innovative and creative solutions
- Ability to work in a fast paced environment