

Position Identification

Position Title	Government Relations Manager		
Position Replaces	Manager, Government Relations		
Position Level	Employee	Position Code	1402
Pay Band	Exempt Band 5	Revision Date	Jun-25
Supervisor Title	Director, Government Relations	Sup. Position Code	1044
Additional Requirement	CRC	N/A	
Exclusion Rationale	On File	Flexible Work Arrangement	Flexible Work
Division	Strategy, Planning and Public Affairs		

Organizational Description

BC Transit is a provincial crown corporation responsible for the overall planning and delivery for all of the different municipal transportation systems within British Columbia, outside Greater Vancouver.

Our Mission: Delivering transportation services you can rely on

Department Summary

The Government Relations department serves as the central liaison to our local government funding partners and is responsible for effectively managing relationships with local government staff and elected officials in over 130 communities across B.C.

Job Overview

Reporting to the Director, Government Relations, the Government Relations Manager (GRM) serves as a key liaison between BC Transit and external stakeholders, ensuring strong relationships and effective communications with municipal, regional, and provincial partners and the Victoria Regional Transit Commission. This role is responsible for enhancing the perception, influence and understanding of BC Transit's shared service performance within an assigned region. The GRM collaborates across departments and with community partners to support the growth and development of transit systems throughout the province.

Key Accountabilities and Expectations

Key Accountability	Expectation
Stakeholder Relations	<ul style="list-style-type: none"> Leads organizational efforts to build and maintain productive relationships with senior municipal, regional, and provincial government officials, transit operating companies and community organizations Represent BC Transit in high risk, politically sensitive issues with elected officials, senior government representatives, , and the public Gather and respond to stakeholder feedback to maintain a positive perception of BC Transit services and proactively address emerging issues Collaborates with local government partners, and internal teams to ensure timely and accurate communication of key documents (e.g. service plans, budgets, operating agreements) support decision-making processes In collaboration with Regional Operations Manager monitors transit system budgets and communicates key cost drivers for operating and capital expenses to local government partners
Coordination and System Performance	<ul style="list-style-type: none"> Supports the delivery of shared services projects by aligning internal efforts with external stakeholder expectations Monitor transit system performance within the assigned region, identifying local needs and opportunities, and coordinate resources to meet strategic goals Stays informed on regional political, economic, environmental, and social developments that may affect transit operations or strategic direction
Reporting and Risk Management	<ul style="list-style-type: none"> Prepares comprehensive briefing materials on sensitive issues for the CEO, Senior Leadership, and key stakeholders Contribute to departmental risk assessments, offering expert advice and recommendations to mitigate reputational and operational risks
Committee Participation and Leadership	<ul style="list-style-type: none"> Actively participates in and/or lead committees, working groups and public forums to address stakeholder priorities, issues and sharing information
Additional Duties	<ul style="list-style-type: none"> Performs related duties in keeping with the purpose and accountabilities of the job

Summary of Qualifications and Job Specific Competencies	
Education	<ul style="list-style-type: none"> • Post secondary diploma or degree in Political Science, Communications, Business or a related discipline.
Experience	<ul style="list-style-type: none"> • Five (5) years progressive experience in stakeholder engagement, intergovernmental relations or public affairs, preferably in a managerial or leadership capacity • In-depth understanding of government structures, legislative processes, and political environments at the municipal, regional, and provincial levels • Demonstrated experience navigating complex stakeholder environments and advancing initiatives through collaboration and influence • Familiarity with current legislative and regulatory frameworks relevant to public transit and municipal governance • Knowledge of public transit operations • An equivalent combination of education and experience may be considered
Key job-specific competencies	<ul style="list-style-type: none"> • Stakeholder Engagement: Proven ability to build and maintain strong relationships with diverse stakeholders, including elected officials, government staff, and community organizations • Communication & Influence: Exceptional written and verbal communication skills, with the ability to present confidently and persuasively to varied audiences • Strategic Thinking: Strong political acumen and the ability to anticipate and respond to emerging issues in high-stakes environments • Project & Change Management: Demonstrated ability to manage multiple priorities, lead cross-functional initiatives, and apply change management principles effectively • Collaboration & Consensus Building: Skilled at fostering collaboration and aligning diverse interests to achieve shared goals • Business Acumen: Sound understanding of organizational operations, budgeting, and performance metrics, particularly in a public sector or service delivery context
Willingness Statement	<ul style="list-style-type: none"> • Must be willing to travel 1-2 times per month within the province • Must have valid driver's license in good standing