



**CANADIAN  
COATINGS  
ASSOCIATION**

*Trusted Advocacy.  
Proven Results.*

**ASSOCIATION  
CANADIENNE  
DES REVÊTEMENTS**

*Fidèle défenseur des intérêts.  
Résultats éprouvés.*

## **Officer, Policy and Regulatory Affairs**

**Location: Ottawa, ON | Hybrid**

Interested in working at the intersection of science, policy, and federal regulation? Want hands-on experience on national regulatory files that shape how chemicals are managed in Canada?

The Canadian Coatings Association (CCA) is looking for an Officer, Policy and Regulatory Affairs to join our team.

Why this role is exciting

In this role, you'll support work under the Canadian Environmental Protection Act (CEPA) and the Chemicals Management Plan (CMP) - two of Canada's most important regulatory frameworks.

You'll help turn regulatory and policy developments into clear insights that support member engagement, government dialogue, and informed decision-making, while working closely with the Vice President, Regulatory Affairs in a small, collaborative organization where your work has real visibility and impact.

What you'll work on

- Monitoring and analyzing regulatory and policy developments (CEPA and CMP focus)
- Reviewing consultations, regulations, guidance, and policy proposals
- Drafting summaries, briefing notes, member updates, and consultation inputs
- Pulling out key messages for members, leadership, and government audiences
- Participating directly in meetings with federal regulators and stakeholders
- Administering member surveys to gather data and insights to support regulatory positions
- Supporting committees, working groups, and regulatory file coordination.

What you bring

- A degree or diploma in science, regulatory affairs, public policy, or a related field
- Minimum 3 years experience in regulatory affairs, public policy, or government processes
- A collaborative mindset and comfort working with changing priorities
- Strong writing and editing skills
- Comfort engaging with government and stakeholder processes
- Good analytical skills and sound judgment

Assets

- Bilingualism (English and French) – strong asset
- Exposure to the CASE sector (coatings, adhesives, sealants, elastomers)
- Experience with industry associations or regulated sectors

Why join CCA?

- A small, agile organization with real opportunities for growth
- Direct exposure to federal regulators and policy development
- A chance to contribute during an exciting era of regulatory modernization
- Work that connects evidence, policy, and real-world outcomes—every day

## **How to apply**

Please email your resume and cover letter to [info@canpaint.com](mailto:info@canpaint.com) by Tuesday, April 28. Be sure to reference "Officer, Policy and Regulatory Affairs" in the subject line.