

Job Description –Manager, Safety, Regulatory & Compliance

Position Title: Safety, Regulatory & Compliance Manager

Reports To: Chief Executive Officer

Status: Full-Time

Location: Remote/Hybrid

Preferred Certifications: ISO 45001 Lead Auditor; CSP preferred

Position Overview

The Safety, Regulatory & Compliance Manager leads the association's safety, standards, and regulatory initiatives to improve and protect the health, wellbeing, and long-term sustainability of the countertop and surface fabrication industry. This role will oversee the development of industry standards, advancement of the association's ANSI developer accreditation, the creation and implementation of a shop accreditation program, and the development of safety training and compliance programs for fabricators.

This individual will work collaboratively with operations, marketing, sales, and volunteer committees to ensure alignment and advancement of education, advocacy, and workforce development priorities. The Manager will serve as the staff lead to the Safety & Regulatory Committee, guiding stakeholder engagement, consensus development, and technical advisory input.

Key Responsibilities

1. Standards Development & ANSI Accreditation

- Lead the process of preparing the association to become an ANSI-accredited Standards Developer.
- Manage the development, maintenance, and revision of industry standards through consensus-based processes.
- Facilitate working groups and committees engaged in standards development.
- Ensure compliance with ANSI guidelines, meeting documentation, notifications, procedures, and public review cycles.
- Serve as subject-matter expert regarding industry standards, safety requirements, and regulatory trends.

2. Shop Accreditation Program Development

- Architect and launch an industry-wide Countertop & Surface Fabricator Shop Accreditation Program.
- Develop requirements aligned with relevant international, national, and industry best practices (ISO 45001, OSHA).
- Create assessment criteria, audit tools, documentation requirements, and implementation plans.
- Support development of auditor training and credentialing pathways.

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3. Safety & Regulatory Program Leadership

- Conduct hazard identification and risk evaluations to support industry guidance.
- Support development of safety manuals, templates, and best practice documentation.
- Monitor and interpret regulatory and legislative changes with potential industry impact.

4. Compliance & Auditing

- Develop health and safety management system guidance aligned with ISO 45001, ANSI Z10, and OSHA.
- Conduct or oversee safety and health compliance audits for fabricators.
- Provide subject-matter input on workforce development, certification, and credentialing pathways.

5. Committee & Stakeholder Engagement

- Serve as staff lead to the Safety & Regulatory Committee.
- Facilitate collaborative efforts among fabricators, suppliers, consultants, and allied organizations.
- Build relationships with regulatory agencies, research institutions, and industry partners.
- Lead cross-functional collaboration with operations, marketing, and sales to advance safety initiatives, messaging, and adoption.

6. Education, Training & Workforce Development Support

- Partner with the Education, Training & Workforce Development Committee to ensure alignment of programming with safety and regulatory best practices.
- Support creation of safety-related curriculum, webinars, workshops, conference content, and micro-credentials.

7. Internal Collaboration & Support

- Work with marketing + communications to translate technical standards into accessible industry messaging.
- Support product launch and messaging for standards, accreditation, and safety offerings.
- Maintain documentation required for accreditation, legal, and compliance alignment.

Required Qualifications

- Bachelor's degree in safety, industrial hygiene, engineering, environmental science, or related technical field.
- 5+ years' experience in occupational health and safety, compliance, fabrication, industrial operations, or related industries.
- ISO 45001 Lead Auditor Certification

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- Experience developing or auditing safety management systems (ISO 45001; ANSI Z10).
- Experience with ANSI standards development processes or other consensus-based technical standards development.
- Demonstrated experience conducting safety audits and hazard assessments.
- Strong knowledge of OSHA safety requirements and compliance frameworks.
- Experience creating and delivering safety training programs.
- Strong technical writing, documentation, and communication skills.

Preferred Qualifications

- Certified Safety Professional (CSP)
- Experience supporting or leading ANSI accreditation
- Experience building accreditation or certification programs
- Experience in construction, industrial, fabrication, or related sectors
- Prior consulting, client management, or industry relationship management

Personal Attributes

- Consultative and collaborative
- Strong technical communicator
- Highly organized and detail-driven
- Skilled at facilitating consensus among diverse stakeholders
- Able to translate complex regulatory concepts for broad audiences
- Mission-driven, proactive, and service-minded

Success Measures

- Successful development and approval of industry standards
- Completion of ANSI developer accreditation
- Launch and adoption of the Shop Accreditation Program
- Reduction in industry safety incidents + improved compliance
- Increased engagement in safety programs, training, and committees
- Strong cross-functional collaboration + stakeholder satisfaction

Travel

- Ability to travel to events, shops, and partner organizations (up to 50%)