



OPPORTUNITY PROFILE

Director of Privacy

About Alberta iGaming Corporation

The Alberta iGaming Corporation (AiGC) is a Crown corporation operating at arm's length from the provincial government. We are mandated to conduct and manage Alberta's competitive, regulated online gaming market. By partnering with trusted operators, we ensure a safe, regulated, and entertaining digital experience for all players.

Our Role

Through formal operating agreements, the AiGC oversees the business framework that allows approved brands to offer their services legally to Albertans, ensuring players have access to safe and regulated platforms.

Our Authority

Established under the iGaming Alberta Act, we conduct and manage the regulated market on behalf of the province. We govern revenue sharing, oversee anti-money laundering compliance, and maintain strict financial reporting standards.

Our Responsibility

Our primary responsibility is protecting consumers and strengthening Alberta communities. We prioritize market integrity, transparent dispute resolution, and dedicated revenue allocation for community services and programs.

Governance & Oversight

The Alberta iGaming Corporation (AiGC) is guided by an independent Board of Directors committed to transparency, accountability, and the responsible management of iGaming in Alberta.

To learn more, visit www.abigaming.ca

The Opportunity

The Director of Privacy is responsible for leading and building out the Corporation's privacy management program, ensuring the Corporation meets its statutory obligations as the conduct and management entity for provincial iGaming. AiGC is a new organization standing up a new industry in Alberta, and the privacy function is being built from the ground up. The successful candidate will design, implement and lead that function end to end, including access to information, records management, privacy impact assessments, breach response and privacy oversight of operators. Reporting to the General Counsel, the role provides authoritative guidance on the collection, use, disclosure and protection of personal information within a complex regulatory environment involving private operators as agents of the AiGC. The Director of Privacy ensures that the Corporation's data

policies, procedures and oversight mechanisms are robust, defensible and aligned with Alberta's privacy legislation, principally the Protection of Privacy Act (POPA) and the Access to Information Act (ATIA) and industry best practices. This is an opportunity that rarely presents itself: to build a privacy program in one of Canada's newest and fastest-moving regulated industries and to set the standard for how personal information is protected in Alberta's iGaming market.

Key Roles & Responsibilities

Privacy Governance & Strategy

- Act as AiGC's primary lead for ensuring compliance with applicable Alberta privacy and access to information legislation, principally POPA and ATIA – both within AiGC itself and, because operators act as agents of AiGC, in respect of the personal information operators collect, use and disclose on AiGC's behalf.
- Build out the privacy function from the ground up, standing up the processes, tools, templates, registers and record-keeping required to operate access to information requests, operator consents, records management, privacy complaints and breach response.
- Develop, draft, implement and maintain AiGC's privacy management program, including policies, procedures, standards, guidelines and supporting templates and review them on a defined cycle so that they remain current with legislation change and operational practice.
- Monitor legislative and regulatory developments (including common law precedents) and advise leadership on operational implications for the iGaming sector.
- Report to the executive team on privacy risk, program maturity, incidents, access to information volumes and compliance metrics.

Oversight & Compliance

- Foster a culture of collaboration and engagement between the AiGC and private iGaming operators to ensure all stakeholders adhere to data privacy standards.
- Lead the development, review, and submission of Privacy Impact Assessments (PIAs) for all new or substantially modified programs, data linkages, and systems involving operator data.
- Be the primary contact between the Office of the Information and Privacy Commissioner of Alberta (OIPC) and the AiGC, owning that relationship and managing all correspondence, consultations, notifications, investigations, reviews and inquiries and coordinating AiGC's responses, undertakings and remediation commitments.

- Manage privacy complaints and OIPC-initiated investigations, reviews and inquiries from intake through to resolution, including implementation of any resulting orders or recommendations.
- Ensure consistent application of privacy-related provisions across the Corporation, particularly regarding the unique data-sharing relationships between AiGC as the conduct/management entity and private operators. Establish and run a privacy assurance program over operators, including review and approval of operator privacy documentation, periodic compliance reviews and audits, remediation tracking and escalation under the Operating Agreements.
- Collaborate with operational teams to ensure data privacy obligations are consistently met across all iGaming operations.

Contract & Data Management

- Manage the lifecycle of privacy-related contracts, specifically drafting and reviewing language to mitigate privacy and information security risks.
- Review and maintain privacy contract templates to ensure alignment with legislative, regulatory, and organizational requirements.
- Maintain contract tracking mechanisms to monitor key dates, compliance obligations, and risk exposure related to data processing.

Incident Management

- Lead the assessment and response to privacy incidents and potential breaches, including investigation, documentation, and remediation.
- Determine regulatory notification requirements and coordinate communications with the Office of the Information and Privacy Commissioner (OIPC) and affected individuals.

Access to Information & Records Management

- Oversee and administer the access to information request process, ensuring compliance with statutory timelines and disclosure requirements.
- Design, implement and administer the end-to-end access to information process under ATIA, including intake, fee estimates, search and retrieval, third-party notice, severing, response and management of requests for review.

- Establish and maintain AiGC's records management program, including records classification, retention and disposition schedules, defensible disposal, and the treatment of transitory records.
- Coordinate legal holds and preservation obligations with the General Counsel in connection with litigation, regulatory reviews and investigations.

Leadership and Cross-Collaboration

- Build, resource, lead and develop the internal privacy team as the function grows, including recruitment, onboarding, coaching, performance management and day-to-day supervision.
- Collaborate with other stakeholders, including legal, technology, compliance and operator personnel to ensure alignment and compliance with applicable privacy legislation.
- Design and deliver privacy training and awareness for AiGC staff, contractors and the Board and set training expectations for operators.
- Act as a trusted advisor to the executive team and business units, embedding privacy by design into new products, systems, marketing activities, data analytics and vendor selection.
- Work with the CIO and information security function to align privacy and security controls, access management and incident response.

The Person

Qualifications & Education Requirements

- Post-secondary degree in law, public administration, information management or a related field.
- 5+ years of experience in privacy, data protection or regulatory compliance.
- Strong knowledge of Alberta privacy legislation (e.g., PIPA, POPA) and its application in a Crown corporation and regulated industry setting.
- Direct experience applying POPA and ATIA (or predecessor FOIP legislation) within a public body, Crown corporation, agency or similar setting.
- Leadership experience with ability to coach and develop teams.
- Strong analytical and problem-solving skills, including the ability to interpret complex legislative requirements into operational procedures.
- Certified Information Privacy Professional (CIPP/C) or equivalent is highly preferred.

- Comfort with ambiguity, competing priorities and the pace of a new organization in a new industry, with the initiative to build where limited processes exist.

Knowledge, Skills & Attributes

Interpersonal and Communication Skills: Communicates clearly and professionally, with strong written, verbal, and interpersonal skills. Builds positive working relationships and engages effectively with individuals at all levels.

Personal Management Skills: Demonstrates professionalism, sound judgment, discretion, and a high degree of personal accountability. Works independently and manages sensitive and confidential matters with integrity.

Organization and Prioritization: Highly organized with the ability to establish priorities, manage competing demands, and meet deadlines in a fast-paced environment.

Analytical and Problem-Solving Skills: Approaches issues with critical thinking and attention to detail, identifying practical solutions and making well-reasoned decisions based on available information.

Collaboration and Relationship Building: Works effectively across teams and functions, developing trusted relationships and fostering cooperation to achieve shared objectives.

Adaptability and Initiative: Demonstrates flexibility and initiative in responding to changing priorities, emerging issues, and new requirements. Takes a proactive approach to identifying needs and following through on commitments.

Compensation

A competitive compensation package, including an attractive base salary and excellent benefits, will be provided. Further details will be discussed in a personal interview.

Express Your Interest

Leaders International values diversity, equity, and inclusion in all aspects of our operations. Candidates are invited to contact us directly with any accommodation requests.

To apply, please email your cover letter and resume (PDF or Word document only—preferably as one document) to **Wendy Romanko** at apply@leadersinternational.com, indicating the job title in the subject line.

Leaders International Executive Search

www.leadersinternational.com