

Regulatory Advisor

The Organization

The Alberta College of Dental Hygienists (ACDH) is the professional regulatory body for Alberta's over 4,300 registered dental hygienists. Created under the [Health Professions Act](#) (HPA), our mandate is to ensure Alberta dental hygienists have the knowledge, skills, attitude, and judgment to provide safe, effective, ethical, and competent oral healthcare to Albertans.

A regulatory college's job is to protect the public from unsafe practice and hold members of the profession accountable for the care they provide. Colleges ensure that Albertans are provided with safe, high-quality care by professionals who adhere to the highest standards and ethical conduct.

The Opportunity

Reporting to the regulatory manager, the regulatory advisor position assists the public and registrants in understanding the regulation of the dental hygiene profession, including the Health Professions Act (HPA) and other legislation. In this role, you monitor, review and update the ACDH standards of practice, guidelines and policies, and lead the development of new standards of practice, guidelines, policies, and any other regulatory documents. The role will require a strong ability to monitor trends and perform in-depth environmental scans in regulatory practice, including evidence-informed best practices implemented by other colleges. You will be required to provide strategic and policy advice more broadly, to identify opportunities and programs to promote the mandate of the College. This position provides support to internal programs and external regulatory initiatives, as required.

You will work closely with team members and will be responsible for contributing to organizational processes and ensuring an effective flow and exchange of information and advice. This requires extensive problem solving, critical and systems thinking, strong decision-making, relationship development, and excellent communication skills. You may represent the organization on internal and external working groups or external committees.



Location

The position is based in Edmonton. It is a hybrid role, allowing for a combination of remote work and required in-office hours.

The Ideal Candidate

To be successful in this role, you must have a bachelor's degree in health care, business/public administration, public policy, political science or equivalent. A bachelor's degree in dental hygiene is considered an asset.

You will demonstrate

- understanding of, and ability to interpret relevant provincial legislation, including the *Health Professions Act*, Dental Hygienists Profession Regulation, Health Professions Restricted Activities Regulation, and *Health Information Act*;
- ability to analyze legislation, regulatory frameworks, and policy instruments to assess operational, or system impacts;
- excellent research skills, including identifying, assessing, and synthesizing relevant information sources;
- ability to analyze issues, using a variety of tools, criteria and objectives and accurately identify the core problem;
- strong written and verbal communication skills, with the ability to turn complex information into clear, concise analysis to support executive decision-making;
- strong attention to detail, ensuring accuracy and quality in regulatory and policy work;
- strong time and organizational skills to manage projects, multi-task and meet deadlines, and to change course to re-prioritize work in alignment with evolving needs;
- ability to communicate with, and coach registrants on regulatory related matters and to support stakeholder engagement activities, including gathering input, resolving concerns and facilitating collaborative problem solving; and
- proficiency in Microsoft Office and other related software platforms.



If you're excited to thrive in a dynamic, collaborative environment, we would love to hear from you.

How to Apply

To apply for this opportunity, please submit your cover letter and resume through [Indeed.com](https://www.indeed.com). Only those candidates selected for interviews will be contacted. Questions about the position may be sent to vivienne.torpey@acdh.ca. No phone calls, please. Compensation will be commensurate with experience and qualifications. The College offers a highly competitive compensation package including benefits.

Closing Date

This competition closes on Wednesday, June 3, 2026, at 5 p.m. MDT. Any applications received after the noted timeline will not be considered.

