

ORCA Staff Roles & Responsibilities

ORCA STAFF	ROLES & RESPONSIBILITIES
<p>Gord White CEO EXT # 222 EMAIL: gord@orca-homes.com</p>	<p>Overall Association Management Strategic Planning Government Relations/Public Relations Media Relations</p>
<p>Jo Ann Prior Manager, Standards Accreditation Program & Facility Member Services EXT # 224 EMAIL: joann@orca-homes.com</p>	<p>Accreditation / Standards Program Standards Training Program Programs & Services Facility Member Services Event Co-ordination Standards Committee Support</p>
<p>Jill Davies Manager, Public Affairs & Communications EXT #225 EMAIL: jilldavies@orca-homes.com</p>	<p>Government Relations Support to CEO Stakeholder Relations/Outreach ORCA Brand Identity Public Policy Monitoring / Privacy Compliance Marketing Committee Support Membership Communications</p>
<p>Vera Shewell Education & Commercial Member Services EXT #223 EMAIL: vera@orca-homes.com</p>	<p>Commercial Member Services Trade Show Coordinator Regional / Education Support Commercial Committee Support Management Certificate / Bursary Program</p>
<p>Maureen Milligan Standards Program Coordinator EXT #230 EMAIL: maureen@orca-homes.com</p>	<p>Standards Program Administration (Certificates) Survey Schedules & Invoicing Board Support</p>
<p>Natalie Edwards Administrative Assistant EXT # 221 EMAIL: info@orca-homes.com</p>	<p>Reception General Enquiries</p>
<p>Judie Jackman Bookkeeper EXT # 221 (Leave a message)</p>	<p>Accounting & Bookkeeping</p>
<p>Tracy Fairfield Complaints Response & Information Officer EXT # 226 EMAIL: tracy@orca-homes.com</p>	<p>Retirement Home Information Referrals to Government/Community Services Complaint Response Complaint Resolution</p>