CAREER OPPORTUNITY: Senior Investigator

About Us

The College of Veterinarians of Ontario regulates the delivery of veterinary medicine in Ontario. All veterinarians who practice in Ontario must be licensed by the College. In serving the public interest, the College seeks to understand the risks involved in the practice of veterinary medicine and collaborates with partners to develop solutions which reduce the potential for harm to animals and people.

Working at CVO

This is a full-time, permanent position that offers a comprehensive rewards package, and a collaborative, hybrid working environment, with flexibility to work remotely. Our office is located in Guelph, Ontario and is accessible by public transit.

If you are a collaborative individual looking to build a meaningful career within a non-profit, regulatory organization, we want to meet you!

About the Role

We are seeking a highly experienced investigator to lead complex investigations on high-risk matters in support of the College's public protection mandate. This role requires exceptional investigative judgment, the ability to navigate sensitive and complex matters involving professional conduct, impairment and unauthorized practice, and the confidence to provide expert advice to senior leaders across the organization.

The successful candidate will be recognized as an investigative expert and trusted advisor, contributing to the ongoing evolution of the College's investigative practices and enforcement approach.

As the Senior Investigator, you will function independently as the sole investigator on complex and high-risk matters, your duties will include:

- Investigate complex and high-risk matters Identifying matters with grounds for investigation on behalf of the Registrar.
    - Conduct matters
    - Unauthorized Practice
    - Impairment
- Engaging with members about possible impairment and facilitating the Board of Inquiry process
- Executing undercover investigations as necessary.
- Identifying and managing investigation of unauthorized practice, including advising when further investigation/prosecution is needed. Liaising with legal counsel as necessary.

- Coordinating with external agencies or investigators when needed.
- Helping complainants, witnesses, and members understand College processes.
- Independently planning and structuring investigations to ensure efficiency, thoroughness, and clear case progression.
- Recognizing risks and potential problems and directing complex cases to the Principal, Investigations and Resolutions.
- Preparing reports and case materials for timely review by Committees.
- Assisting with the development and updating of manuals related to investigations. Ensuring documentation is maintained according to corporate retention schedules and policies.
- Developing relevant external network. Providing advice on legislative, policy, or case matters identified by College teams. Identifying and reporting trends in cases and investigations to support College decision-making.

Skills

- Exceptional report-writing and case documentation skills, with the ability to prepare materials capable of withstanding legal and regulatory scrutiny.
- Effective communication of rationale for decision making, provide practical guidance, clear direction.
- Ability to interpret and apply legislation and provide sound, evidence-based recommendations on complex regulatory matters.
- Demonstrated ability to exercise independent judgement in determining investigative strategy
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- Demonstrated expertise obtaining evidence, identifying risk, and making defensible investigative decisions in complex matters.
- Demonstrated ability to exercise sound judgement and discretion when managing sensitive, confidential and complex matters.
- Ability to maintain composure and engage constructively with challenging parties.
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- Strong time management, organizational and planning skills with the ability to manage multiple priorities, competing demands and deadlines.
- Ability to travel within Ontario, in own vehicle.
- Proficiency with the Microsoft Office Suite (Word, Excel, Outlook, PowerPoint), and Adobe Suite.

Education and Experience

- Minimum 5-7 years of progressively responsible investigative experience, including experience managing complex investigations independently in a regulatory environment.
- Post-secondary education in a related discipline such as Law, Criminology, or equivalent.
- Public Administration or Health and/ or a combination of relevant education and experience.
- Minimum five years in investigations or inspections within a regulatory environment.
- CLEAR level 1 and 2 Investigator training or equivalent.

Salary Range

$105,000 - $130,000 annually

To Apply

Please apply by email with your cover letter and resume by, December 4, 2026 to careers@cvo.org.

We thank all applicants for their interest in working at CVO. However, we will only contact those meeting the qualifications for an interview.

CVO appreciates the value that diversity brings to how we serve our mandate. We are committed to ensuring an inclusive work environment, including a hiring process that supports equity and accessibility for people from all backgrounds and abilities. For assistance or accommodations at any stage of the recruitment process, you are encouraged to contact lrankin@cvo.org

AI Disclosure

Artificial intelligence (AI) technology may be used in the initial review of applications for this position. Human review will follow before any selection interview or decisions are finalized.