| **Position:** | **Manager, Finance** | |  |  |
| --- | --- | --- | --- | --- |
| **Annual Salary:** | | $90,164-$104,525 | **Hours:** | 35 hours/week  Flexibility is required  (Monday – Friday  8:30 a.m. – 4:30 p.m.) |
| **File No.:** | | FACSFLA-2223-47 | **Number of Positions:** | 1 |
| **Employment Type:** | | Full-time Permanent | |  | | --- | | **Location:** | | 817 Division St, Kingston (hybrid-office and remote |
| **Date Posted:** | | November 17, 2022 | **Closing Date:** | November 30, 2022 |

**Position Summary:**

The Manager, Finance reports to the Executive Directorand is a member of the Management Team. The Manager delivers day-to-day financial support for the agency and will work closely with the Executive Director, Senior Leadership Team and Finance Supervisor in determining long-term financial goals and developing strategies to achieve the objectives of the agency. The Manager provides oversight and is responsible for the direction and leadership of the Finance Team.

The Manager, Finance plans, directs and coordinates the activities of the finance team, processes and/or oversees financial transactions pertaining to accounts payable, general ledger, expense reporting, asset management, accounts receivable, budgets, monthly financial close, integrity of financial information, payroll systems and controls, including financial reporting and compliance with all ministry and other regulatory requirements.

The Manager, Finance demonstrates understanding of and sensitivity to the experiences of First Nations, Inuit and Métis peoples in Canada, the impact and legacy of Residential Schools, the “Sixties Scoop” and Child Welfare upon them. There is also a demonstrated understanding of the negative impact of the over-representation of Black children, youth and families in the child welfare system and the continued impact this has on Black children, youth and families involved with the child welfare system.

The Manager, Finance attends Board of Directors meetings and reports on financial planning and control of the Agency’s financial resources. They will integrate with other departments within the Agency to provide strategic support to the Agency.

**Required Qualification/Skills:**

* University Degree in Commerce/Business Administration/Public Administration or equivalent
* Certified Professional Accounting Designation
* Minimum of 5 years’ management experience in financial sector moved to preferred
* Demonstrated knowledge of diversity, equity and inclusion and the intersecting issues that impact marginalized identities. Knowledge from lived experience is considered an asset.
* Extensive knowledge of Public Sector Accounting Standards (PSAS) including PS 4200 Sections for Government Non-Profit Organization (NPO)
* Demonstrated experience in aligning vision, strategic plan, strategy and priorities to achieve desired outcomes in daily practice.
* Leadership and initiative of both local and system-wide strategies while building and sustaining networks, alliances and relationships with community partners, system resources and the community to coordinate seamless outcomes
* Ability to adapt to and lead transformative change and promote innovation that meets the needs of the organization
* Ability to build capacity to turn strategy into results; set measurable goals and performance indicators; coach and provide feedback to achieve results
* Experience with various financial systems (e.g. Oracle databases), Microsoft Office suite, and spreadsheet packages
* Ability to function in a self-directed manner, handle multiple tasks and   
  take ownership for work
* Ensures integrity is maintained with all aspects of work and operating style
* Ability to make decisions and perform effectively under stressful conditions such as directional changes, tight deadlines, limited resources.
* Experience incorporating the perspective of multiple communities, in the consideration of impacts and outcomes of a decision-making process
* Ability to communicate the vision, motivate and energize employees to support the vision

**PREFERRED QUALIFICATIONS/SKILLS:**

* Management experience acquired from within a public sector environment, directing, organizing and coordinating financial services
* Experience leading Finance team and able to establish a results-driven culture and a framework for accountability
* Knowledge of child welfare would be an asset, including funding, registered charities, data systems and relevant legislation and regulations
* Proficiency in the French language is an asset. Candidates will be assessed.

**How to Apply:**

* To apply, please email your resume and cover letter quoting the competition file number and title of position you wish to apply for, to: [recruitment@facsfla.ca](mailto:recruitment@facsfla.ca) Interested and qualified applicants are invited to apply in writing by November 30, 2022.
* Please include the competition number and the title of the position in the subject line of the email.
* Please submit cover letter and resume as single attachment.
* When applying for multiple positions, please submit a separate application for each position following the above instructions.

For further information, please visit our website: [Family and Children's Services of Frontenac Lennox and Addington](http://www.facsfla.ca/)

We would like to thank all applicants; however only those selected for an interview will be contacted.

FACSFLA is committed to creating a diverse environment and is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.

The Agency will provide support in its recruitment processes to applicants with disabilities, including accommodation that considers an applicant's accessibility needs. If you require accommodations during the interview process, please contact Human Resources at [hr@facsfla.ca](mailto:hr@facsfla.ca).