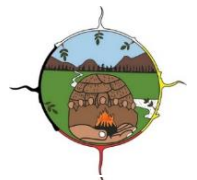




# NOGDAWINDAMIN FAMILY AND COMMUNITY SERVICES



## EMPLOYMENT OPPORTUNITY

NOGDAWINDAMIN Family and Community Services, a designated Aboriginal Child Welfare Agency under the Child and Family Services Act serving member First Nations situated between Sault Ste. Marie and Sudbury is seeking to hire a **permanent full-time:**

**DIRECTOR OF FINANCE**

**LOCATION: To be determined**

**SALARY: Will be competitive and commensurate with experience**

### OVERVIEW OF RESPONSIBILITIES

Reporting to the Executive Director (ED), the Director of Finance (DOF) will play a critical role in developing and implementing the financial strategy of Nogdawindamin Family and Community Services (NFCS). As a member of the senior leadership team, the DOF will be an advisor to the divisional directors, evaluating and assisting them with their financial plans and economic modeling. The DOF will be responsible for overseeing all fiscal and fiduciary responsibilities for the organization, in conjunction with the ED, Board of Directors and the Finance, Audit, and Investment Committees of the Board.

### QUALIFICATIONS

#### Education & Experience:

- University degree in Finance or Accounting, MBA or Master's degree preferred
- Chartered Professional Accountant (CPA) designation
- Minimum 5 years progressive experience in Financial or Management Accounting field
- Familiarity in strategic planning and execution
- Extensive work with non-for profit organizations such as child wellbeing, child welfare or human services
- Involvement with Aboriginal organizations
- Demonstrated success in writing proposals, policies, procedures and reports
- 5 years or more experience in supervising staff

#### Knowledge:

- Respect for, sensitivity towards as well as knowledge and understanding of Anishnawbek culture, traditions and the Seven Grandfather Teachings
- Current trends and best practices within the Accounting field, including system of internal controls
- The practice of social work including familiarity with the Child and Family Services Act
- The principles of diversity, inclusion and anti-oppressive practice
- Federal and provincial financial regulations, including ministerial policies and directives

#### Special Skills and Abilities:

- Problem-solving and critical thinking skills to analyze information, identify key issues, solve problems and develop viable solutions
- Develop and maintain strong system of internal controls
- Business planning and asset management
- Creating and managing budgets for a large human services organization
- Project management skills, including an ability to assess priorities, coordinate diverse projects and make optimal use of available resources to achieve outcomes
- Time management and organizational skills, including the ability to plan and prioritize workload, coordinate assignments with concurrent timelines and respond to demands of a dynamic environment
- Written and verbal communication skills, including an ability to develop a variety of information materials for diverse audiences and present information in a clear and concise manner
- Leadership and management skills with experience supervising staff and overseeing HR core processes
- Keyboarding and computer skills including proficiency in Microsoft Office programs
- Making evidence based recommendations to the senior management team
- Maintaining a strong sense of professional judgement, tact, ethics, sensitivity, integrity and confidentiality
- Demonstrating commitment to excellent service delivery, teamwork, innovation and continuous improvement

#### Professional Competencies (Functional and Enabling):

- F1 - Strategic Management; F2 - Risk Management and Governance; F3 - Performance Management; F4 - Performance Measurement; F5 - Financial Management; and F6 - Financial Reporting
- E1 - Problem Solving and Decision Making; E2 - Leadership and Group Dynamics; E3 - Professionalism and Ethical Behaviour; and E4 - Communication

#### Other Requirements

- Must provide a clear Police Records Check with Vulnerable Sector Check
- Must have a Class 'G' Ontario Driver's Licence, access to a vehicle and the ability to travel
- Must have \$1M automobile insurance coverage

Nogdawindamin Family and Community Services has been in operation for over 25 years. We are committed to providing a barrier-free work environment in accordance with the Accessibility for Ontarians with Disabilities Act and the Ontario Human Rights Code. Accommodations are available upon request for candidates taking part in the recruitment process. **JOIN A GROWING AND DYNAMIC ORGANIZATION OFFERING REWARDING CAREERS, COMPETITIVE SALARIES, BENEFITS, PENSION AND A GREAT WORK ENVIRONMENT FOR INDIVIDUALS COMMITTED TO MAKING A DIFFERENCE.**

Please submit a job related resume and cover letter along with three work related references by:

**Friday May 25, 2018 – 4:00 p.m.**

#### **Hiring Committee**

Nogdawindamin Family and Community Services  
210B Gran Street, Batchewana First Nation, ON P6A 0C4  
FAX (705) 946-3717

[hr@nog.ca](mailto:hr@nog.ca)

Preference will be given to applicants of native ancestry.

**Incomplete or late applications will not be accepted**

We thank all applicants for their interest; however only those selected for an interview will be contacted.

*A full job description is located on our website at [www.nog.ca](http://www.nog.ca)*