

FINANCIAL CONTROLLER

On behalf of our client, Tikinagan Child & Family Services, we are seeking a Financial Controller to join their team in Sioux Lookout, Ontario. Tikinagan Child & Family Services is a community-based child welfare agency rooted in and accountable to the First Nations communities they serve. With a large team of residential care workers, childcare workers, family service workers, community-based prevention workers, intake workers, and administrative staff, they protect their children, help their families and nurture their communities.

Reporting to the Director of Finance and Administration, the Financial Controller will be responsible for assisting with and performing various full cycle accounting functions, financial reporting and analysis. This financial role will appeal to a leader with excellent interpersonal and communication skills.

Key Responsibilities

- Ensure that the agency's accounting systems are conducted according to accounting and financial management principles and practices
- Ensure that financial operating and statistical reports accurately reflect the agency's operations, and are prepared in accordance with the needs of the Executive Director, management team, executive committee, and Board of Directors
- Provide management and the Board with reliable information necessary to manage and govern the agency
- Provide correct and accurate accounting classification of all receipts and expenditures, including capital
- Ensure the maintenance of the agency's chart of accounts, assigning new accounts and classifications
- Manage the accounts payable function, ensuring that payments are made promptly within the confines of appropriate and sound cash management
- Manage the accounts receivable function and maintain the funds and trust accounts
- Ensure the reconciliation of all balance sheet accounts on a timely basis
- Prepare information reports as required by government organizations, maintain an accurately itemized record of fixed assets and their values
- Work with the auditors when auditing the agency's accounting procedures and records
- Prepare annual budgets for operating expenses, and submit proposals for funding, including compilation and interpretation of statistical information for performance based funding
- Continuously review performance against budget, interpret operating results, prepare reports explaining deviations from budget, and make appropriate recommendations to the Executive Director, management, executive committee and Board, including analysis of charges in service levels and the impact on funding and expenditures
- Prepare financial analyses and assessments as an integral aspect of program evaluation
- Ensure that policies and procedures are kept current and are adhered to

Skills and Qualifications

- Completion of recognized accounting designation (CPA) or an equivalent post graduate degree and experience
- 8+ years of financial management experience
- Proven experience in financial and data management at a senior level, preferable in a non-profit and/or performance funding setting
- Demonstrated financial and analytical skills
- Knowledge of computerized management information systems
- Knowledge and understanding of the cultural environment in which Tikinagan operates
- High level communication skills to maintain effective communication between management, Board of Directors, auditors and the Ministry

Our client desires candidates who want to learn, grow and contribute to the success of the organization. If you feel you have the demonstrated background and are interested in learning more about this exciting opportunity, please forward your resume to applicants@mnt.ca or call Kamalita Ketler at 204.336.6107.