

## FINANCIAL CONTROLLER

### EDMONTON, ALBERTA

#### ABOUT ALBERTA CANOLA PRODUCERS COMMISSION

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Alberta Canola Producers Commission is a farmer funded, elected, and directed organization.

Established in 1989 and based in Edmonton – Alberta Canola is a not-for-profit organization that represents over 12,000 canola farmers in Alberta. Through a service charge of \$1.75 per tonne collected on canola sold in Alberta, it supports the long-term success of canola farmers through research, extension, consumer engagement, and advocacy. Canola is one of Canada's most important and profitable field crops – it is an oilseed crop that is grown on over 6 million acres in Alberta. It is a significant economic driver, contributing \$12 billion in direct and indirect benefits to the provincial economy through domestic and export sales of seed, oil, and meal for livestock feed. Canola's total employment impact in Alberta is almost 67,000 people.

#### ABOUT THE ROLE

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Reporting directly to the Executive Director, the Financial Controller serves as the most senior level finance professional within the Alberta Canola Producers Commission. In this pivotal role, the Financial Controller will oversee all financial aspects of the organization, ensuring compliance with accounting standards, regulations, and company policies. This individual will provide timely and strategic financial reporting, guidance, insights, analysis, and support to senior management and the board of directors, empowering them to make informed decisions and plan effectively for the future.

This position is essential to the Alberta Canola Producers Commission's ability to determine where, when, and how much funding to allocate. The Financial Controller plays a key role in assessing the organization's financial position and shaping its long-term financial strategy. As a member of the team, this individual's work directly impacts Alberta's farming communities, benefiting local farmers, their families, and the wider community, while supporting the province's most profitable and recognized crop.

The ideal candidate for this role is someone who values community engagement, is purpose-driven, and thrives in a collaborative environment. In addition to the rewarding nature of the position, the Financial Controller will enjoy excellent professional development opportunities, including attendance at national conferences and ongoing support for professional designations and training. If you are passionate about advancing agricultural success and eager to grow your career, this role offers a unique opportunity to make a meaningful difference across Alberta.

#### KEY RESPONSIBILITIES

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- Compile, prepare, and interpret reports, budgets, accounts, financial statements, and commentaries.
- Conduct strategic analysis and assist in the development of revenue projections and operational plans.
- Analyze financial data, trends, and metrics to identify areas for improvement and cost reduction opportunities.
- Manage revenue, cash flow, and expenditures.

- Implement cash management strategies to optimize financial resources.
- Develop and manage annual budgets and financial forecasts in collaboration with senior management.
- Establish and maintain internal controls, ensuring the accuracy of financial data.
- Coordinate internal and external audits.
- Manage payroll and employee benefits accurately and on time
- Conduct business simulations and risk assessments.
- Manage and mentor administration personnel.
- Staff lead for Finance & Audit Committee, includes scheduling, reporting, liaising with management, directors, and external stakeholders.
- Ensure compliance with relevant legislation.
- Ensure appropriate retention of financial records.
- Manage RFP for banking, investment management, audit services as appropriate.
- Perform additional related duties as assigned.

## SKILLS AND QUALIFICATIONS

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- BSc/BA in Accounting, Finance, or a relevant field; MSc/MBA is an asset.
- CPA designation desired.
- Previous experience with, and proficiency in, the use of MS Office and financial management software.
- Proven experience in finance management, accounting, or a relevant field (3+ years preferred).
- Proven experience in a leadership or managerial role (3+ years preferred).
- Working knowledge of financial reporting and data mining tools, such as Excel Power Query and Power BI.

## CORE COMPETENCIES

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- Outstanding leadership skills
- Excellent verbal and written communication skills
- Exceptional organizational and multitasking abilities
- Comfortable providing ongoing feedback and coaching
- Ability to collaborate and communicate effectively with senior-level business partners
- Excellent judgement, analytical, and decision-making skills
- Superior ability to synthesize large amounts of complex data into actionable information

If you are someone who thinks ahead, has expertise in financial reporting and uses new technology and tools to create valuable insights, not just basic reports, this is your chance to contribute and make a difference in helping guide an organization that supports farmers, families and communities right here in Alberta.

We ask candidates to please submit their applications through MNP's official process and refrain from making speculative approaches to the Alberta Canola Producers Commission or its staff members, as such approaches will not support your application.