

COUCHICHING FIRST NATION – JOB DESCRIPTION



Director of Finance

Job Type: Full Time Permanent

Compensation range: \$90,000 - \$110,000 per Annum

Benefits: Competitive wage, pension and benefits included.

Location: Fort Frances, Ontario

Primary Function:

The Chief Financial Officer must have strong analytical, strategic planning and communication skills, including an ability to work well with the Chief Executive Officer, and other senior managers.

Duties and Responsibilities:

- Providing strategic management of the accounting and finance functions.
- Directing accounting policies, procedures and internal controls.
- Recommending improvements to ensure the integrity of a company's financial information.
- Managing or overseeing the relationship with independent auditors.
- Overseeing financial systems implementations and upgrades.
- Managing funding agreements and relationships with partners.
- Identifying and managing business risks and insurance requirements.
- Hiring, training and retaining skilled accounting and finance staff.

Qualifications:

- University degree in Accounting or Commerce, as well as a CPA or CMA designation.
- Minimum 3 year's experience in an accounting setting.
- Strong financial acumen and expertise, including financial planning, analysis and reporting
- Comprehensive knowledge of accounting principles, regulations and financial management best practices
- Excellent analytical skills and ability to interpret complex financial data
- Exceptional leadership and people management skills, with the ability to motivate and develop teams.
- Demonstrates integrity, ethics and commitment to financial transparency.

Conditions of Employment:

- Successful completion of a Criminal Record Check
- Acknowledgement and agreement to all CFN Policies, Procedures and Guidelines upon hire.

Application Instructions:

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- Please submit your resume and cover letter to the Human Resources at elisa.mcleod@couchiching.ca or by dropping it off at the Couchiching First Nation Band Office located at RMB 2027, RR. #2, Fort Frances, ON P9A 3M3.