



The Algoma District Services Administration Board (ADSAB) delivers land ambulance services and integrated social services to 20 organized municipalities and the unorganized townships within the geographic District of Algoma. Our Employees strive to strengthen the social, health and economic wellbeing of the citizens we serve, to support sustainable, healthy communities. We are seeking qualified candidates for the management position of:

Director of Finance

assigned to ADSAB's Head Office - Thessalon

This position reports to the Chief Administrative Officer and is responsible for carrying out the ADSAB's financial management processes in order to facilitate its mission and program mandates. This includes preparation, monitoring and reporting of the annual budget of approximately \$42M and coordination of the year-end audit process. The incumbent will oversee payroll, auditing, risk management and all general accounting processes, as well as Housing Services property and funding management, and corporate properties management. As a leader in the management team, the Director of Finance will ensure regular reporting to and liaison with department heads regarding account and budget analysis information. The incumbent will also oversee property and funding management of the Board's Housing portfolio, as well as corporate properties management.

The ideal candidate possesses:

- Minimum five years' management or supervisory experience in Finance, ideally in the municipal or government services sector, with a broad range of responsibilities, including public housing administration;
- Post-secondary degree in a relevant discipline and a CPA accounting designation (CA, CGA or CMA);
- Proven management experience leading an effective and accountable multidisciplinary team, achieving departmental and organizational goals;
- Extensive experience with the research, planning, preparation and ongoing monitoring, analysis and reporting of organization-wide budgets in a public sector setting;
- Experience with the design, implementation and monitoring of internal control systems;
- Strong interpersonal and communication skills, and a collaborative management style;
- Experience with procurement and contract administration;
- Thorough understanding of District Social Services Administration Board (DSSAB) financial management and Board and funder reporting requirements;
- Extensive experience with the implementation, maintenance and administration of computerized accounting systems, including Sage 300;
- Strong understanding of computer network technology, information system security, database systems and current MS Office software;
- Experience in the development and administration of Finance and Corporate policies and procedures;
- Knowledge of all programs and services administered by the ADSAB.

We offer a starting salary of \$106,431 and an excellent benefits package. Bilingualism (English/French) is considered an asset for this position. Candidates who meet the above requirements are invited to submit a covering letter and résumé detailing their experience and qualifications no later than Tuesday, December 29, 2020 to: hrdepartment@adsab.on.ca

We thank all who apply; however, only those selected for an interview will be contacted. The ADSAB welcomes and encourages applications from people with disabilities and candidates may request accommodation for all stages of the selection process. Personal information provided by applicants will be used for the purpose of this competition only and will be protected in accordance with the Municipal Freedom of Information and Protection of Privacy Act.