



Job Posting

Date Posted: **April 14, 2016**
Job Title: **Chief Financial Officer**
Job Number: **1578**
Department: **Administration**
Classification: **Exempt**
Position Type: **Regular Full Time (35 hours per week)**
Salary Range: **Competitive salary plus comprehensive benefits package**
Start Date: **ASAP**
Reports to: **Chief Executive Officer**

DIVERSEcity Community Resources Society is accepting applications for a dynamic Chief Financial Officer (CFO) in the Administration Department. The CFO reports directly to the Chief Executive Officer (CEO) and works directly with the CEO and Chief Operating Officer (COO) on all strategic and tactical matters as they relate to financial contract management, risk management, cost benefit analysis, forecasting needs and the securing of new funding proposals.

We are looking for a mover and a shaker! You are a professional with a CPA designation and a track record of at least 5 to 8 years of progressive experience, including holding the final accountability of the finance and administration of a high-growth organization. This position is suited for a very energetic, hands-on finance professional that hits the ground running and thrives in an ever-changing, fast paced, intense and deadline driven environment. You have extensive experience in detail-oriented funder reporting, multi-funder management (50+ contracts annually), risk management of legalities of contract management but still have a passion to further learn and grow.

You will be responsible for the management of information technology, facilities and planning for future infrastructure growth. You will provide key financial insights to help make better decisions about formulating and executing strategy. Critical outcomes include supporting the executive team with key financial information and driving a culture of accountability in managing the organization.

The Chief Financial Officer will have the following professional experience, skills and attributes:

- Bachelor's degree in Business, Management, or Finance with a Canadian Chartered Professional Accountant (CPA) designation.
- Executive-level finance professional that inspires through leadership and a commitment to the organization's values and strategic plan as well as the executive team's philosophy. Cultural fit within the organization and executive team is key.
- Thrives with change, is a self-starter, entrepreneurial-thinking, a multi-tasker, deadline/task driven, a problem-solver and solution-provider and passionate about their work and impact to the organization.
- Excellent people skills; including managing conflict; collaborating with a multi-disciplinary diverse team.
- Resourceful and able to thrive with existing resources which in a non-profit setting isn't always ideal.
- Will be responsible for the management and development of the finance team and I.T./facilities (2 management direct reports).
- Self-motivated - always looking to improve themselves and systems to optimize efficiencies.
- Experience should include legal, audit, compliance, budget, information technology systems and streamlining, resource development.
- Demonstrated resourcefulness with setting priorities, proposing new ways of creating efficiencies, and guiding investments in people and systems.
- Excellent communication skills for presentations to funders, CEO, Board of Directors, staff and colleagues.
- Personal qualities of integrity, credibility, and dedication to DIVERSEcity Community Resources Society's mission.

DIVERSEcity Community Resources Society is a non-profit organization providing settlement services to newcomers in the areas of Surrey, North Delta, Langley and WhiteRock. Established since 1978, we are a unionized, multi-service social services organization employing over 150 staff with a \$10M annual budget. For more information, please visit www.dcrs.ca

If you are interested in this position, please send a cover letter and current resume **by 12 noon on May 6th** to:

Cindy Erickson, Manager of Human Resources and Communications

E-mail to: cerickson@dcrs.ca, DIVERSEcity Community Resources Society, 13455 76th Avenue, Surrey, BC, V3W 2W3

No phone calls please. Please note that only shortlisted candidates will be contacted. A Criminal Record Check is a requirement of Employment.

DIVERSEcity is an equal opportunity employer. This posting is open to male and female applicants.