

Employment Opportunity-Selkirk First Nation

Position: Director Finance

Salary: \$74,620 to \$93,311 (negotiable)
– based on 70 hours bi-weekly (Salaried position)

Status: Full-Time Permanent

Closing Date: March 8, 2020 (internal and external)

Job Summary

Reporting to Executive Director, the Director Finance will assume a strategic role in the overall financial management of this self-governing First Nation. The Director of Finance will have primary day-to-day responsibility for planning, implementing, managing and controlling all financial-related operations of the organization. This will include direct responsibility for accounting, financial forecasting and planning, as well as administering and reporting on funding agreements and contracts.

Education and Experience

Please note that equivalent combinations of education and experience will be considered. The ideal candidate will have

- Degree in Accounting, Finance or Business Administration or professional designation (CA, CMA, CGA, or CAFM);
- Minimum of 3 years' experience in a senior financial management position
- An understanding of the complex dynamics relating to the culture and governance within Aboriginal communities.

Knowledge and Skills

- Knowledge of Canadian Generally Accepted Accounting Principles (GAAP) and of effective accounting standards and practices
- Demonstrated leadership ability including strong interpersonal skills, ability to communicate and manage well at all levels of the organization
- Strong problem solving and creative skills and the ability to exercise sound judgment and make decisions based on accurate and timely analyses.
- High level of integrity and dependability, results-orientation.
- Microsoft Office (Word, Excel, Outlook), computerized accounting software

Conditions of Employment

Criminal Records Check, Valid Class 5 Yukon Driver's License, willingness to travel.

For additional information or to submit your resume, contact

Dena Zavier at hrdirector@SelkirkFN.com

Please be advised that the primary method of communications with applicants will be by email, and only those who are being considered will be contacted.

Selkirk First Nation hiring policies will apply.