



Director of Accounting and Finance

Job Team: Finance and Accounting

Deadline: until filled

Location: National Resources Centre (M9W 6H3)

Type/Status: Regular Full-Time

Salary: \$66,000- \$76,000

Benefits: Extended Health and Dental, Life, ADD and LTD, RRSP and, upon eligibility, matching RPP.

Vacation: 20 days per annum

Position Overview: The role requires a seasoned professional with broad knowledge of accounting, finance and business principles, who is excited about the mission of InterVarsity and committed to partnering with the leadership teams to move the ministry into its next chapter.

The incumbent manages InterVarsity's finance and accounting operations and oversees the payroll function. Main responsibilities include supervising day to day accounting, delivering timely and insightful financial reporting, budget and forecast, as well as providing meaningful analysis and actionable recommendations.

Key Responsibilities of the Role:

- Provide visionary, strategic and hands on leadership for our Accounting and Finance Team.
- Manage accounting deliverable, identify issues and provide solutions.
- Provide detailed, accurate and timely financial reports and cash flow projections for management and the Board.
- Liaise with other senior team leaders, including camp general directors, campus, high school, workplace and regional directors and national resource directors with regards to financial, insurance and benefits matters.
- Envision and implement processes and policies to improve our financial reporting and control.
- Manage, standardize and streamline our general ledger and charter of accounts.
- Lead the initiative to standardize accounting practices across InterVarsity's ministries.
- Provide benchmarks and analysis to ensure InterVarsity is operating in a financially sound manner, identify emerging trends and provide relevant analytics and actionable recommendations.
- Develop a training and resource system for InterVarsity staff who have financial reporting and management responsibilities.
- Manage the planning and forecast process.
- Participate as a member of the Board of Governor's committees (e.g. Audit and Finance)
- Work with external auditors for InterVarsity's annual financial audit.
- Ensure InterVarsity is in compliance with CRA and other regulating bodies.



Qualifications

- Growing personal relationship with Jesus Christ and commitment to a local church.
- Sense of calling to the mission of InterVarsity and alignment with vision and values.
- Bachelor's degree in accounting, finance or relevant field.
- Professional accounting designation such as CA, CMA or CGA.
- Minimum five years of senior management experience preferably in a charitable environment.
- Proficient in financial accounting software and familiarity with integration of complex systems, including financial and database management.
- Superior judgment within a broad spectrum of finance, accounting, governance and other operational issues.
- Experience overcoming the issues inherent in a geographically dispersed organization with a demonstrated commitment to consistency, equity and transparency.
- Collaborative, a team player who values learning and working in community.
- Excellent communications and interpersonal skills; ability to "tell the story" behind the financial data.
- Ability to listen well and talk through accounting realities with wider staff colleagues.
- Excellent time management skills, ability to prioritize tasks and meet critical deadlines.
- An analytical mind with good organizational and presentation skills.
- Strong leadership skills with a willingness to "be in the trenches" with the staff team.
- Commitment to handling confidential information.

InterVarsity is a Christian non-profit mission in Canada reaching children, youth and young adults through eight camps and more than 60 high school, college, university and workplace groups. Interested applicants are invited to email a resume and cover letter to recruitment@ivcf.ca

Employment is conditional upon a clear police reference check. The successful candidate must be able to submit to InterVarsity's Statement of Agreement (Statement of Faith, Purpose and Aims, & Community Covenant).

We welcome and encourage applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.

We thank all applicants for their interest; however only those candidates selected to move forward in the recruitment process will be contacted.