

## Finance Manager

(Job #2021.020)

**Location: Cutler, ON**

Maamweysing North Shore Community Health Services is seeking a **Finance Manager** to join our Aboriginal Health organization focused on family and community health for Indigenous people. We are located centrally along Highway 17, between Sudbury and Sault Ste. Marie, Ontario.

The Finance Manager is responsible for the daily financial operations and administrative requirements including responsibilities for financial budgets and systems and reporting requirements, overseeing financial projections and Accountability Agreements for multiple funders, and audit preparation. The incumbent will also be familiar with its accounting practices and financial policies, recruitment, hiring, and orientation of new staff, administration of group benefits and pension plan, and an active member of the Health & Safety committee. The Finance Manager will contribute to the maintenance and development of ongoing improvements of the organization's financial and human resource systems and processes. The Finance Manager shall assume a financial and human resource support role in program planning, research, and development of regional health services. For a full job description, please contact HR@nmninoeyaa.ca.

### QUALIFICATIONS

- Post-secondary degree/diploma from a recognized institute in Accounting/Finance
- Minimum three year's work experience in financial accounting and office management.
- Demonstrated knowledge of non-profit accounting including sophisticated fund and grant accounting, compliance, and reporting
- Strong knowledge of General Accepted Accounting Principles (GAAP) mandatory
- Proficient with Excel
- Accounting designation preferable
- A clear criminal reference check is a condition of employment.
- Must be bondable.
- Must have access to a personal vehicle and must have a valid driver's license
- Excellent written, verbal and technology communication skills
- Demonstrated ability to prioritize, plan, organization, and schedule
- High level of critical and logical thinking, analysis, and/or reasoning to identify underlying principles, reasons, or facts
- Experience working with Regional or Tribal services, and health planning committees
- Able to work efficiently as part of a team as well as independently
- Ability to work within a multi-disciplinary team environment
- Demonstrated competence in conflict resolution
- Knowledge of First Nations and/or aboriginal ancestry practices an asset



N'Mninoeyaa Aboriginal Health Access Centre  
473B Highway 17 West  
Cutler, Ontario POP 1B0  
t. 705.844.2021 f. 705.844.2844  
[www.nmninoeyaa.ca](http://www.nmninoeyaa.ca)



Baawaating Family Health Team  
210C Gran Street  
Batchewana First Nation, Ontario P6C 0C4  
t. 705.575.7191  
f. 705.575.7193

Given the traditional practices of Aboriginal people, from time to time exposure to smoke from the burning of sacred medicines such as tobacco, sweet grass, sage or cedar may occur. Accommodations for the disabled will be available upon request. An offer of employment will be conditional upon an acceptable vulnerable sector records check. Hiring of Aboriginal people will be given preference, as allowed under Section 14 of the Ontario Human Rights Code – Special Programs

Qualified individuals are invited to submit a covering letter along with a current resume, certificates, diplomas, along with three current work related references by **June 29, 2021**

Maamwesying North Shore Community Health Services c/o Human Resource  
473 B Highway 17W, Cutler, ON POP 1B0  
Tel: 705-844-2021 Fax: 705-844-2844  
**Email to: [hr@nmninoeyaa.ca](mailto:hr@nmninoeyaa.ca)**

Thank you to all applicants. Only those who qualify for an interview will be contacted.



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