



The MISSISSAUGAS OF THE CREDIT FIRST NATION

is accepting applications for the full time, permanent position of

“Executive Director of Finance”

Closing Date: August 11, 2022 at 12:00pm

Job Summary:

- A) To provide the Mississaugas of the Credit First Nation (MCFN) Council and its departments with an accurate accounting and reporting of its financial position in both the short and long term, consistent with established policies.
- B) To work with the Chief Operating Officer to improve the effectiveness of the Finance Department’s services by developing and maintaining effective controls and documentation.
- C) To work with the MCFN Council and Chief Operating Officer to develop a long-term financial strategy for the organization.

Education and Experience:

- Possession of Master’s degree in Accounting, Finance or Business and a minimum of eight years’ in a senior role with relevant financial experience
- Chartered General Accountant (CGA), Chartered Management Accountant (CMA), or Certified Public Accountant (CPA) designation preferred

Knowledge

- A working knowledge of Municipal, Provincial and Federal legislation, policies and regulations that impact the First Nation
- Working knowledge of the Canada Labour Code
- Must have a solid background in computers with specific knowledge of accounting software and Microsoft Word and Excel
- Knowledge and understanding of payroll, accounts receivable and accounts payable functions

Skills/Abilities

- Must be able to work independently overseeing millions of dollars in funds and the financial activities of multiple departments and programs;
- Must be able to provide advice to the Council on financial strategy and financial arrangements and be able to manage and direct staff to carry out the financial duties of all departments;
- Excellent knowledge of corporate financial law
- Hands-on experience with risk management
- Hands-on experience with financial management software
- Excellent time-management and organizational skills
- Excellent communication, interpersonal and leadership skills

Other Requirements

- Results of a current criminal reference check

Salary: \$100,000 - \$115,000 annually, as per the MCFN Executive Director Salary Grid

Please submit your cover letter, resume, and three current work related references (in addition to the above) to:

The Mississaugas of the Credit First Nation
Attention: Personnel Committee
2789 Mississauga Road
RR#6 Hagersville, ON
NOA 1H0

Applications will also be accepted by fax at 905-768-1225 or via email at the address listed below.

A detailed job description is available at the Admin Building or by email at stephanie.laforme@mncfn.ca
Miigwech to all who apply, only those candidates selected for an interview will be contacted.