

# WEST HALDIMAND GENERAL HOSPITAL JOB POSTING

**Posting No:** 2024-18  
**JOB TITLE:** Manager of Finance  
**STATUS:** Full-time  
**SALARY:** \$99,340.01- \$108,100.00

**Date:** February 5, 2024

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## Manager of Finance

### **Opportunity:**

Imagine a supportive employer, a career that allows you to follow your passion and the endless learning opportunities you will receive. To do what you're good at and be a part of something extraordinary. At West Haldimand General and Norfolk General, you can experience all of that and more. We are currently looking for a finance professional, like you, to join our Finance team and gain valuable health care experience for your future. Take your finance career to the next level.

The **West Haldimand General Hospital** (WHGH) is a rural community hospital which provides excellent primary hospital and health care services to the people of Hagersville and its surrounding areas. WHGH has a 23-bed acute care Inpatient Unit, 24/7 Emergency Department, Ambulatory clinics and provides perioperative services for same-day surgical patients. WHGH is just a short 30-minute drive away from Simcoe, Brantford and Hamilton.

Located in Simcoe, Ontario, **Norfolk General Hospital** (NGH) provides exceptional healthcare to a municipality of approximately 69,000 people. NGH provides a continuum of services including Emergency, Critical Care, Obstetrics, Medicine, Surgery, and Complex Continuing Care. Simcoe is less than one hour away from most major centers, including Hamilton and London, and only 90 minutes from the Greater Toronto Area.

We currently have a vacancy for a full time Manager of Finance in our Finance Department. Reporting to the Director of Finance in this dual role, the Manager of Finance will provide leadership to both organizations in attaining its goals and objectives. The Manager of Finance will provide detailed financial and statistical analysis and management of the WHGH and NGH Finance teams. The Manager of Finance will lead the Finance Department to work in accordance with our Mission, Vision and WHGH values of innovation, compassionate communication, accountability, respect and excellence.

Come join our friendly and experienced team today!

### **Duties & Responsibilities:**

1. Provide day to day supervision and leadership of the WHGH and NGH Finance Team.
2. Prepare and maintain financial statements and reconciliations of the organization.
3. Provide supporting documents and working papers to support financial statements, liaising with auditors as required.
4. Lead the budget process, including input of annual budgets.
5. Fulfil monthly, quarterly, annual and on demand reporting to the Ministry, LHIN and other external stakeholders.

6. Using a team approach, select, develop, motivate and recognize staff achievements.
7. Participate as an active member of the Leadership Team.
8. Provide functional guidance to managers and multi-disciplinary teams/committees, including project teams.
9. Conduct ad hoc data collection, benchmarking, analysis, and reporting.
10. Ensure that staff work safely and in accordance with legislation and the policies and procedures of WHGH and NGH.

**Position Qualifications:**

1. Professional accounting designation (CPA).
2. Post-Secondary degree/diploma in Business.
3. Demonstrated ability to provide leadership through vision, values and effective management of resources.
4. Minimum five years' experience in preparing financial statements, budgets, analyzing financial and related statistical data to identify trends, relationships and opportunities--ideally within the public healthcare sector.
5. Advanced computer and information systems skills including Excel.
6. Ability to work with large amounts of data to produce accurate, timely, concise readable reports in a fast-paced environment.
7. Effective communications skills.
8. Excellent time management skills with an ability to multi-task.
9. Demonstrates resilience, composure and a positive outlook in an environment of uncertainty and ambiguity.
10. Demonstrated ability to engage and support employees in adapting to the scope and pace of change.
11. Preference will be given to candidates having experience with MIS/OHRS, Ministry reporting and exposure to DAD and NACRS.

Interested applicants are invited to submit a cover letter and resume by February 11, 2024 to [hrrecruit@whgh.ca](mailto:hrrecruit@whgh.ca).

IN ORDER TO ENSURE EQUAL OPPORTUNITIES DURING THE RECRUITMENT AND SELECTION PROCESS, WEST HALDIMAND GENERAL HOSPITAL PROVIDES ACCOMMODATIONS FOR APPLICANTS WITH DISABILITIES, UPON REQUEST.

For more information about WHGH and the communities we serve, please visit [www.whgh.ca](http://www.whgh.ca)