

## **Director of Finance**

George Derby Centre is a 300-bed community-based Care facility and 122-unit Independent Living for seniors. Through partnerships with Fraser Health, Veterans Affairs Canada, and BC Housing, George Derby Center provides complex care and independent living services for seniors.

### **Job Brief**

George Derby Centre is looking for an experienced **Director of Finance** to oversee all financial aspects of business and drive the company's financial strategy and planning. The Director of Finance is responsible for assessing the financial performance of the company as well as possible risks and investments

### **Responsibilities**

- Drive the financial planning of the company by analyzing its performance and risks
- Retain constant awareness of the company's financial position and act to prevent problems
- Prepare timely and detailed reports on financial performance on a monthly, quarterly and annual basis
- Conduct analysis to make forecasts and report to Executive Director
- Oversee the company's finance IT system
- Set targets for and supervise all accounting and finance personnel (accounting, payroll, IT.)
- Oversee all audit and internal control operations
- Develop the corporate fundraising strategy and manage relationships with partners and investors
- Ensure adherence to financial laws and guidelines

### **Requirements**

- A Chartered Professional Accountant with significant recent experience in a senior accounting position or a combination of education and accounting experience considered acceptable by George Derby Centre
- Proven experience utilizing computerized financial and accounting systems and the design and implementation of management information and payroll systems
- Knowledge of current applicable legislation and professional standards and demonstrated initiative in keeping abreast of advances in accounting and information technology services through active participation in continuing education and professional self-development
- Ability to analyze, plan and manage within fiscal, physical and human resource constraints
- Excellent organizational and leadership skills
- Outstanding communication and interpersonal abilities