



*Compassion, Innovation, and Hope.*

YOUTHDALE TREATMENT CENTRES

## ***Director of Finance and Corporate Services***

Youthdale is seeking a Full-Time Director of Finance and Corporate Services. This is an exciting time to join the Youthdale team – we are implementing a new strategic plan and we are seeking an experienced and influential leader that will serve as a key member of the senior management team and provide overall leadership to the finance, information systems and facilities portfolio.

The Director of Finance and Corporate Services is a qualified professional Accountant and consensus-building administrative manager with a breadth of experience across disciplines including budgeting, finance, accounting, procurement, and decision support.

### **Areas of Responsibilities**

#### Corporate Services

- Provides on-going analysis and assessment on funding trends and developments that may affect the agency, and make recommendations of viable strategies to ensure the long term financial health of the agency;
- Provides ongoing support to the Youthdale Board Finance Committee and the Youthdale Foundation;
- Provides strategic leadership to develop and maintain a risk management framework;
- Develops and implements a business continuity plan for the agency.
- Provides leadership in the areas of business processes, procurement and financial information;
- Provides leadership and direction to the corporate functions of Information Technology and Facilities Management.

#### Finance

- Provides leadership in planning and developing the agency's annual budget, and its submission to government;
- Provides on-going monitoring and financial forecasts to ensure a balanced financial result;
- Develops, implements and maintains all administrative policies and procedures for proper internal control, and to comply with government directives, practices and policies;
- Provides direction, supervision, advice and guidance to the accounting and payroll staff.

## Qualifications

- Chartered Professional Accountant designation required.
- Minimum of eight years of related experience with at least 5 years held at a management level,
- Experience in a public sector setting preferred, eg., community agency, hospital, not for profit, children and youth mental health setting preferred
- Previous financial reporting experience in a not-for-profit organization an asset
- Previous experience and knowledge of corporate services, procurement, risk management, and decision support
- Strong interpersonal and communication skills with proven ability to establish positive partnerships and work as a leader of a multidisciplinary agency with external agencies, government and funders
- Strong managerial and leadership skills, with an ability to work effectively with multi-professional groups while facilitating organizational change

## ABOUT YOUTHDALE TREATMENT CENTRES

Youthdale provides comprehensive, integrated mental health services to children and their families. We work to connect families with the right programs and services both at Youthdale and in their communities. Youthdale meets the complex needs of children and youth with a team of highly skilled and dedicated psychiatrists, psychologists, neurologists and neuropsychologists, social workers, nurses, and child and youth workers.

## APPLICATION

At Youthdale, we are committed to fostering an inclusive and accessible environment. We are dedicated to building a workforce that reflects the diversity of the community in which we live and serve. Youthdale is committed to providing accommodation in all parts of the hiring process. If you require an accommodation, we will work with you to meet your needs.

**Please email your cover letter, together with an updated resume, by March 29, 2019 to [careers@youthdale.ca](mailto:careers@youthdale.ca). Please insert: *Director of Finance and Corporate Services* in the email subject line.**