



Chief Financial Officer

“Stroll on sandy beaches; marvel at wildlife and old growth forests; learn about the history and culture of the Haida people; experience world class fishing, hunting, boating, family-friendly amenities; and make friends with the many artists and musicians who live in your new home on Haida Gwaii”.

After 15 years, our Chief Financial Officer (CFO) is retiring and the Village of Queen Charlotte is offering a unique opportunity for you to fill this role and join our dynamic management team. Located 800 kilometers north of Vancouver on Haida Gwaii (the Galapagos of Canada) the Village of Queen Charlotte (VQC) has a population of 852, but is the service hub to over 2,000. Our community is situated beside the Haida community of Skidegate, and is renowned as a picturesque and welcoming coastal community that is on everyone’s bucket list to visit. Our diverse population comprises a strong Haida culture and a rich, inclusive artistic community, living side by side with loggers, foresters, and commercial fishing operators. The Village is serviced by two primary transportation modes: BC Ferries, and daily Air Canada flights from Vancouver through Sandspit. The newly opened approximately \$50 million Haida Gwaii Hospital and Health Centre (also known as Xaayda Gwaay NgaaysdII Naay) opened to patients on Nov. 16, 2016.

As CFO you will be responsible for all of the statutory duties defined under the *Community Charter* and *Local Government Act*. You will report directly to the Chief Administrative Officer and lead a small department with experienced staff. Your guidance and support will assist Council and the municipal departments to achieve our strategic plan goals through budgeting, financial reporting and monitoring, financial analysis, revenue and collections, investments, purchasing, risk management, and taxation. This is a very hands-on job and you will get involved in everything from grant opportunities to bank statement reconciliation.

The ideal candidate will possess:

- An accounting designation (CA, CMA, CGA) or equivalent experience and education.
- A minimum of 5 years of municipal financial experience or related accounting, financial and management experience.
- Experience with the MAIS software system or an equivalent municipal finance system is preferred.
- Thorough knowledge of and ability to interpret and apply the *Community Charter*, *Local Government Act* and other related statutes/bylaws is essential.
- A solid knowledge of and proficiency in Excel.
- Ability to communicate clearly and concisely, write reports and make presentations to council and the public.
- Proven interpersonal, supervisory and team leadership skills in a non-union environment.
- Valid Class 5 BC Driver’s License.

This position offers a wonderful opportunity for the right individual and includes a competitive salary, an excellent benefits package and a municipal pension plan. A full job description is available at www.QueenCharlotte.ca. For more information on Haida Gwaii please refer to: www.HaidaGwaiiTrader.com (for real estate); www.gohaidagwaii.ca; www.hellobc.com/haida-gwaii-queen-charlotte-islands.aspx; www.QueenCharlotteVisitorCentre.com; and www.LoveHaidaGwaii.com.

Please forward your resume and cover letter, in confidence, to Sandra Brown, Deputy Clerk - office@queencharlotte.ca, no later than **4.00pm on March 24, 2017**.