



The Rideau Valley Conservation Authority is the lead intermunicipal agency working to address river-related environmental issues and concerns within the Rideau Valley watershed. Thanks to our many partners, the scope of our environmental protection work includes planning, source water protection, tackling flooding and erosion problems and researching water movement and use in the valley. We help people maintain healthy shorelines, provide advice on development-related issues and report to municipalities, agencies and the public about watershed conditions and trends. We also provide public access to natural waterfront areas, deliver community-based stewardship programs, reduce water pollution and protect fish and wildlife habitat.

# **Manager of Finance**

## **Permanent Full-Time**

### **\$80,120 – \$94,052 plus pension and benefits**

***Our offices are located in a suburban area just south of Ottawa where public transportation is limited. Candidates should ensure they have reliable transportation prior to applying.***

As the key staff member overseeing RVCA's financial resources and assets, your main responsibility is to ensure the financial health of the Authority by implementing effective policies and procedures, accounting, financial planning, budgeting and reporting.

You will develop short-mid-long-range financial objectives that align with the organization's strategic plan and that will ensure the financial success of our programs. You will lead financial planning and budgeting processes, financial audits, tangible capital asset management and insurance renewals. You will also manage financial assets to maximize investment income. On a day-to-day basis, you will plan, direct, control and evaluate the operation of financial and accounting systems, supervise payroll activities and deliver reliable financial reporting and analysis. You will lead a small group of employees responsible for accounts payable, accounts receivable and payroll.

In addition to a Bachelor's degree in Finance, Accounting, Commerce/Business or a related field, you have at least five years of experience in a financial management role (including three years preparing and managing operating and capital budgets), and have earned a CPA, CA, CGA or CMA designation. Experience working in the finance function within a conservation authority, municipality or charitable sector is an asset. You have a thorough understanding of financial, purchasing, accounting, reporting and auditing principles and practices, applicable legislation/regulatory standards, investment management, budget formulation, contracting, payroll, corporate insurance and tangible capital asset management. You have also mastered accounting and financial information systems (preferably SAGE/Accpac).

If you have a strong commitment to championing protection of the environment and the safeguarding of land and water resources, please send your resume and covering letter, no later than **4:00 p.m. on Friday, January 31<sup>st</sup>, 2020** to:

e-mail: [hr@rvca.ca](mailto:hr@rvca.ca)

Human Resources  
Rideau Valley Conservation Authority  
P.O. Box 599, 3889 Rideau Valley Drive  
Manotick, Ontario K4M 1A5  
Fax: (613) 692-0831

**For a complete JOB DESCRIPTION, visit us on the web at [www.rvca.ca/careers](http://www.rvca.ca/careers)**

*The Rideau Valley Conservation Authority is an equal opportunity employer. We welcome all applications; however we will contact only those candidates selected for consideration.*

*We are committed to providing accommodations for people with disabilities. If you are selected for an interview and you require an accommodation, we will work with you to meet your needs.*