



Shuswap Nation Tribal Council

Detailed Job Posting

Director of Finance

Formed in 1980, Shuswap Nation Tribal Council (SNTC) is an aboriginal, non-profit society governed by nine member bands in the BC southern interior. SNTC's current operations focus on self-government, language and culture, employment and training, health services, fisheries management, and child welfare.

The Position:

SNTC is looking for an enthusiastic, dynamic, and motivated individual for the position of Director of Finance to be responsible for leading the management, reporting, and administration of the financial affairs of SNTC. In addition, the Director of Finance will manage the day-to-day accounting and assist with the development of applicable policies.

Knowledge & Abilities:

- Bondable and criminal record check
- Lifestyle consistent with the importance and responsibilities of the position
- Excellent analytical and problem-solving skills
- Strong organizational and planning skills
- Exceptional report writing and proposal development abilities
- Excellent oral and written communication skills
- Strong leadership, mentoring, and interpersonal skills
- A dedicated team player
- A high level of integrity and professionalism

Education & Qualifications:

- Certified Professional Accountant designation (CPA)
- Minimum five years of post-certification experience with at least three years at a senior management level
- Minimum three years working for a non-profit organization
- Experience working with First Nations organizations is an asset
- Experience in all related areas of accounting (A/P, A/R, payroll, financial management, budgeting, and financial reporting)
- Knowledge and practice of GAAP, fund accounting, and effective procedures for financial planning, control, and accountability
- Experience with Adagio accounting software is strongly preferred

To Apply: Applications consisting of a cover letter and current resume with three employment references should be emailed to:

SNTC Reception at sntcadmn@shuswapnation.org

Subject Line: Director of Finance Application

This job posting will remain open until a qualified candidate has been hired. SNTC hires based on merit and is committed to employment equity. We strongly encourage all qualified persons to apply, however, in accordance with the SNTC Human Resources Policy and pursuant to the BC Human Rights Code, the priority may be to hire qualified persons of Secwepemc ancestry.

Shuswap Nation Tribal Council thanks all applicants in advance for their interest. Only those selected for an interview will be contacted.