



PAYUKOTAYNO

James and Hudson Bay Family Services

POSITION TITLE	Special Funding Controller
DEPARTMENT	Finance
REPORTS TO	Finance Manager
CLASSIFICATION	Permanent, Full-time
LOCATION	To Be Determined
POSTING DATE	April 30, 2024
CLOSING DATE	May 14, 2024 at 4:30 p.m.
COMPETITION NUMBER	87-24

POSITION RESPONSIBILITIES:

The Special Funding Controller provides support to the Finance Manager in managing, planning, organizing, controlling and monitoring of the organization's financial management related to Indigenous Services Canada (ISC) and Jordan's Principle. The Special Funding Controller functions within legislative requirements, regulations, policies and procedures and the Mission, Beliefs and Vision of the Payukotayno: James and Hudson Bay Family Services and contributes to the accomplishment of the strategic priorities.

In collaboration with the Finance Manager, the Controller will organize, monitor and control all financial areas related to Indigenous Services Canada (ISC) and Jordan's Principle.

QUALIFICATIONS:

- Bachelor of Accounting, Business Administration and/or Diploma in Business Administration/Accounting;
- Experience in financial reporting, budgeting and forecasting is an asset;
- Experience writing proposals, policies, procedures and reports
- Experience conducting financial analysis and risk management
- Experience working with Indigenous organizations
- Equivalent combination of education and experience may be considered
- Knowledge of Payukotayno programs and services
- Knowledge of the Child and Family Services Act, Eligibility Spectrum, Ontario Safety Assessment, Family Risk Assessment and Strengths and Needs Assessment or willingness to learn.
- Knowledge of First Nation service delivery, customs, and traditions in responding to child welfare
- Knowledge of external services and service agencies
- Ability to speak Cree an asset
- Ability to provide a clear CPIC
- Valid Class G Driver's License and proof of COVID-19 Vaccination are mandatory

For a detailed job description, please email hr@payukotayno.ca

SALARY: In accordance with Middle Manager's Salary Grid

SUBMIT RESUME AND THREE (3) WORK REFERENCES, WITH EMAIL ADDRESSES, AND PERMISSION TO CONTACT, QUOTING COMPETITION NUMBER, TO:

Director of Human Resources
 Payukotayno: James & Hudson Bay Family Services
 P.O. Box 189, Moosonee, ON P0L 1Y0
 Fax: 705-999-4940 Email: hr@payukotayno.ca

ONLY CANDIDATES SELECTED FOR AN INTERVIEW WILL BE CONTACTED.

We are an equal opportunity Employer. If you require a disability related accommodation to participate in the recruitment process, please contact the Human Resources Department