



The District of Barriere – Job Posting Position

Title: Chief Financial Officer

Department: Financial Services

Position Type: Full Time Regular, Exempt, Statutory

Hours of Work: 37.5 hours per week

The District of Barriere (www.barriere.ca), is in search of a new Chief Financial Officer. Barriere is a small rural municipality of 1800 on the edge of the wilderness beauty of BC's North Thompson Valley approximately halfway between Vancouver and Edmonton. Located 64 kilometres north of the City of Kamloops and a similar distance from world famous Sun Peaks Resort, the area is abundant with outdoor activities in all seasons while having the added advantage of the amenities a city has to offer an easy 45 minutes away.

Under the direction of the Chief Administrative Officer, this statutory position provides financial administration as defined under the *Community Charter* and discharges the responsibility of the Collector as defined under the *Local Government Act*. The CFO is a key player in the senior management team, advising on financial decision-making across all areas of the District's operations and long-term planning. We are seeking candidates who can demonstrate innovative and effective financial leadership to ensure ongoing and improved financial sustainability for the District.

The CFO provides supervision and leadership to one direct report (union) engaged in accounting and administration duties.

Key responsibilities include:

- property tax and utilities financial functions
- preparation of the financial plan and annual financial statements
- municipal reporting
- coordination in the preparation of short and long term operational and capital budgets
- ensuring the municipality's assets are invested wisely and managing the investment of surplus cash
- providing recommendations to all departments on policies, procedures, bylaws and all matters related to finance
- managing the audit process
- providing financial information for grants
- managing insurance and risk
- cemetery management
- preparing and presenting reports to Council.

This position requires:

- a minimum of five years experience in a similar managerial position in Local Government

- considerable knowledge of municipal finance as well as accounting principles, practices, procedures, and systems, including budgeting best practices and Public Sector Accounting Standards.
- demonstrated leadership experience
- the ability to prepare and/or analyze comprehensive reports, contract documents, and department operational budgets
- thorough knowledge of effective management techniques and labour relations practices related to supervision of employees including selection, training, coaching, mentoring, and evaluation.

The starting salary will be commensurate with experience and qualifications in the range of \$75,000 to \$80,000 accompanied by a comprehensive benefits package. Interested individuals are encouraged to submit a cover letter, resume and references, in confidence, **by email only to tbuchanan@barriere.ca**, no later than **2:00 p.m., June 10, 2024**. We thank all applicants, however, only those being considered for an interview will be contacted. Any questions regarding this application should be directed to Tasha Buchanan, Acting Chief Administrative Officer by email: tbuchanan@barriere.ca

