



## **Manager, Budgets & Financial Planning** **(Job # 2024-076-IE)**

<b>Department:</b>	Finance
<b>Status:</b>	Full Time, Permanent
<b>Date Posted:</b>	October 29, 2024
<b>Date Closing:</b>	<b>November 12, 2024, 4:00 p.m.</b>
<b>Number of Positions:</b>	1
<b>Scheduled Hours/Shifts:</b>	37.5 hours per week
<b>Salary:</b>	\$124,674 - \$151,686 annually
<b>Flexible Working Arrangements:</b>	Yes

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### **WHY Stouffville:**

Working for the Town of Stouffville means being a part of one of HRD Canada's Best Places to Work. Here, we foster a sense of belonging as a tightknit workforce. The Town is dedicated to supporting its employees, by providing competitive compensation, OMERS Pension, employer funded benefits, paid vacation, sick time, EAP and flexible work arrangements, to help you prioritize what matters most.

The Town of Stouffville is going through exponential growth which requires an accomplished leader to assume the role of Manager, Budgets and Financial Planning to join our organization! This role is a key contributor to municipal administration and plays a pivotal role in executing the strategic vision of the organization.

We are committed to being an equal opportunity employer, supportive of an inclusive, barrier-free recruitment and selection process and as we grow, it's important that our workforce reflect the citizens we serve. At the Town, we respect, encourage, and celebrate our diversity. If contacted for an employment opportunity, please advise if you require accommodation.

### **Position Purpose:**

Reporting to the Commissioner of Finance / Treasurer, the Manager of Budgets and Financial Planning oversees the budget and financial planning division. This role is responsible to lead a team and work in partnership with Senior leadership and Council for the effective and efficient development of the Town's multi-year operating and capital budgets and rate-based water / wastewater budgets. This role includes spearheading long-term capital planning, reserve modelling and maintaining the Town's comprehensive asset management plan to support financial sustainability. The Manager also creates strategic financial plans to ensure that both the capital and operating needs are met while aligning these with the Town's Strategic Plan. This position also includes responsibility for preparing and presenting the necessary documentation, reports, and presentations related to budget processes and long-range capital planning.

In addition, expertise in administration and compliance with Development Charge and Community Benefit Charge legislative framework is essential, ensuring that these charges are effectively integrated into financial strategies to support infrastructure growth.

The Manager also leads the division's operations, including recruiting, supervising, and evaluating staff performance.

### **Qualifications and Requirements:**

- Holds a Chartered Professional Accountant designation.
- University Degree in Public Administration, Commerce, Economics, Finance or Accounting or related discipline
- Minimum of five (5) years' progressive management experience in municipal finance.
- Knowledge of applicable regulations/legislation and processes

- Ability to establish and maintain effective working relations with members of Council, private and public officials, direct reports, co-workers and the general public
- Proven acumen in business and financial management, with the ability to improve sectional effectiveness and efficiency through the management and utilization of human, financial and physical resources.
- Advanced presentation skills with the ability to confidently present to the Senior Leadership Team, Council, staff and residents
- Understanding of the Development Charges Act and its application
- Experience with the development of asset management plans, understanding of the relevant legislation, and linkages to the annual budget planning process
- Advanced interpersonal skills, with the ability to interact effectively with all municipal staff, elected officials, residents and other agencies
- Experience with multi-year budgeting considered an asset

### **How to apply:**

Please forward your resume in confidence by **November 12, 2024, at 4:00 p.m.**, identifying **Job # 2024-076-IE** in the subject line to [hr@townofws.ca](mailto:hr@townofws.ca).

Please save your resume in PDF version and save the document in the following format: *Full name, Position Title*

**We thank all applicants for their interest in this position, however, only those applicants selected for an interview will be contacted.**