

District of Sooke
"Where the Rainforest Meets the Sea"



Director of Financial Services (Chief Financial Officer)

Located on the south-western tip of Vancouver Island, BC, Sooke has a sheltered harbour, and is a scenic forty-five (45) minutes' drive from BC's capital city, Victoria. As a part of a temperate rainforest, the Sooke district has one of the mildest climates in Canada. Characterized by warm, dry summers and mild winters, Sooke's pleasant climate is a year-round paradise for those who enjoy outdoor activities, such as hiking, biking, kayaking, or sailing.

The District of Sooke has a permanent employment opportunity for a Director of Financial Services (the Director). Reporting to the Chief Administrative Officer, the Director is responsible for the financial planning, statutory and compliance reporting, and administration of the District of Sooke's financial affairs under the Community Charter.

To be considered for this role, applicants should have:

- Post-secondary education in public/business administration or a related discipline, coupled with a CPA accounting designation (CPA CA, CPA CMA, or CPA CGA).
- Minimum of 8 years progressive experience in senior management within municipal government or public sector, including 3 years in a supervisory role.
- Knowledgeable in Public Sector accounting, auditing standards, principles, and accounting systems within a government setting.
- Proficiency in Project Management with a PMP certification would be considered an asset.
- Experience in automating financial services processes, and adeptness in researching, writing, and presenting complex financial reports.
- Strong leadership, relationship-building, and communication skills.
- Satisfactory Police Information Check.

This position is exempt from the bargaining unit. The salary for the Director of Financial Services is \$152,117.42 - \$159,266.94 per year commensurate with skills and experience, plus an excellent benefit package.

To view the full job description, please visit the employment page of our website at:

www.sooke.ca/employment.

Please indicate **2024-012 Director of Financial Services** in the subject of your email, and submit your detailed resume and cover letter, in pdf format, outlining your interest and experience for this opportunity to: www.sooke.ca/employment.

Closing date for receipt of applications is 4:30PM, Tuesday, April 23, 2024.

The District of Sooke thanks all applicants for their interest and advises that only those to be interviewed will be contacted.