



**Chief Financial Officer**

**Classification:** Band 4

**Salary:** \$105,900.12 - \$140,800.04

**Job Type:** Regular Full-Time

**Location:** Victoria, British Columbia

**An eligibility list may be established for future vacancies.**

**Do you want to be part of a challenging and rewarding work community?**

The Office of the Auditor General of B.C. (OAG) is an independent office of the legislature that contributes to excellence in effective and accountable government. We offer opportunities for career growth, an excellent compensation package, and flexible working arrangements.

Our office promotes trust, cooperation, and teamwork in a diverse, inclusive, and respectful environment. We are committed to creating and reinforcing diversity, equity, inclusion, and psychological safety creating a safe environment where everyone feels they belong and are encouraged to bring their whole selves to work. We support each other, celebrate our successes, and encourage a healthy work-life balance for everyone. Our staff events are socially, physically, and emotionally nourishing – with lots of great food – and fun!

Interested in growing your career? We offer support for your professional development and education, and reimbursement of your professional dues. Other benefits include:

- extended health benefits,
- policies and benefits to support your personal and family needs,
- public service pension,
- life insurance, and
- confidential employee and family assistance program.

Our downtown Victoria location supports collaboration and includes a gym, indoor bike storage, and decks with views of the beautiful Inner Harbour.

**About the Role**

Reporting to the Assistant Auditor General, Critical Audit Support Services (AAG, CASS), the Chief Financial Officer (CFO) is accountable for developing, implementing, managing, and monitoring the financial operations and service delivery framework for the organization in accordance with the *Auditor General Act* and the *Financial Administration Act*, government financial management policy, the Legislative Assembly, and central agency requirements.

**Accountabilities**

- Establishes the financial operating structure, processes, controls, and reporting for the organization to ensure finance functions, procurement and payroll are managed according to relevant legislation, core government policy and procedures, and generally accepted accounting principles (GAAP).

- Leads implementation of OAG financial strategies; ensures alignment with OAG executive direction; and ensures delivery of financial management services supports the organization's business needs.
- Directs the planning, coordination, and preparation of external accountability documents including the OAG's annual and long-term capital and operating budgets, annual estimate of resources, annual audited financial statements, and the audit of the annual report for presentation to the Select Standing Committee on Finance and Government Services.
- Functions as a member of OAG Leadership Council; contributes to internal committees and working groups providing financial management expertise and leadership.
- Works in conjunction with the AAG, CASS and other senior leadership to develop financial strategies, policies, and processes for executive review.
- Works proactively with OAG executive and senior management to provide expert financial advice and timely financial services encompassing service planning, budget processes, reporting, and management of financial legislation and government policies.
- Prepares annual financial statements in accordance with GAAP; coordinates with external auditors to ensure reporting timelines are met.
- Develops and maintains effective relationships with Treasury Board staff, Office of the Comptroller General, other independent offices of the legislature; works to ensure timely, accurate reporting to central agencies and legislative committees.
- Exercises spending, purchasing and payment authorities as delegated by the Auditor General.
- Presents the annual budget submission and the financial and operational update to the Select Standing Committee on Finance and Government Services.
- Oversees administration of OAG facilities budget, leasing, and related expenditures.
- Establishes an efficient, effective operating structure; ensures staff receive leadership, training, and development to advance the knowledge, skills, and competencies required to meet the organization's financial management needs.
- Provides supervision of direct reports, including assignment of work, development and evaluation of performance plans, approval of leaves, and performance management to ensure operational requirements are met.

### **Job Requirements**

- Canadian Chartered Professional Accountant (CPA) designation required;
- A minimum of five years progressively more responsible roles leading financial operations, including staff supervision.
- An equivalent combination of education and experience may be considered; related recent progressive experience must include:
  - leading budget and financial operations, including planning and reporting, and
  - experience with procurement and contract management.

## Preferences

- Experience in an audit, compliance or assurance environment.
- Experience in a public service organization, independent office of the legislature, or a broader public sector entity.

## Conditions

- Must be eligible to work in Canada (Permanent Resident, Canadian Citizenship).
- Successful completion of security screening requirements of the B.C. public service, which may include a criminal record check, and/or *Criminal Records Review Act* check, and/or enhanced screening checks as required.
- Be flexible regarding ongoing changes in responsibilities, assignments, and corporate structures.
- We support a flexible hybrid work environment. However, you must be able to work in the office when required by your supervisor.

Please see the attached job profile for a full description of the accountabilities and required qualifications.

To be considered for this role candidates must submit a resume and cover letter with the months and years at each position to [hr@bcauditor.com](mailto:hr@bcauditor.com). **Your cover letter must include whether you are eligible to work in Canada, and whether this is temporary.** Failure to provide all the requested documents will result in your application being unsuccessful.

Applications will be accepted until Wednesday, February 12, 2025.

We encourage candidates of all backgrounds and all abilities to apply. We invite candidates to ask for help if they need accommodations for the job application process.

For more information, please contact [hr@bcauditor.com](mailto:hr@bcauditor.com).