



The Ontario Community Support Association (OCSA) champions a strong, sustainable home and community support sector for all Ontarians. Across the province each year, over one million people receive home care and community support services – and the need is growing. As a not-for-profit, community-based member organization, OCSA provides a wide variety of health and wellness services to clients, ensuring that they can remain independent in their homes. They are the key to a sustainable health care system in Ontario.

Director, Finance and Corporate Services

The Ontario Community Support Association (OCSA) is seeking someone with proven experience in finance and corporate services to join their team to continue to cultivate ideas and drive results. As a member of the senior management team, the **Director, Finance and Corporate Services** is fundamental to the strategic planning and operational activities of OCSA as they relate to finance, human resources and other corporate services such as office administration, procurement, facilities management and IT.

With sole accountability and responsibility for all finance functions, including forecasting, budgeting, analysis, reconciliation, and payroll, you will work closely with senior management to determine the use of OCSA financial resources and report regularly to the Board. You will ensure effective management practices and procedures for financial activities and monitor all operation and financial goals, with a focus on accounting and bookkeeping. In this hands-on role, you will also be responsible for processing a range of financial and accounting transactions, including reconciling calculations, banking, journal entries, and cash management.

QUALIFICATIONS

- University degree related to administration, business, and/or finance
- Accounting designation (i.e. CPA)
- Demonstrated knowledge and experience with corporate services, business needs analysis, finance and accounting
- Experience in finances in a not-for-profit sector organization
- Knowledge of the home and community care sector and/or association management would be a strong asset
- Strong relationship management and leadership skills
- Excellent communication and interpersonal skills with a highly strategic perspective
- Results driven and team oriented

How to Apply:

Please forward your resume and covering letter to ocsa@hrassociates.ca by November 6th, 2017 to be considered for this opportunity. For more information about this role, please contact Bridget Humeniuk at bridget.humeniuk@hrassociates.ca, or 416-237-1500 x. 224. For further information on the OCSA, please visit <http://www.ocsa.on.ca>.

