

## Eastern Ontario Regional Network (EORN)

### Chief Financial Officer Full-Time Permanent Staff – remote position

2024-NON-EORN-106

EORN is a non-profit organization dedicated to improving rural connectivity, supporting economic growth and enhancing quality of life in eastern Ontario. Created by the Eastern Ontario Wardens' Caucus (EOWC), EORN helps to create innovative public-private partnerships to address the digital divide and support a stronger future for rural eastern Ontario communities.

In 2020, with funding allocated by the three levels of government, the EORN Cell Gap Project began. The physical build will take approximately six years to complete and will address the issues around coverage and capacity related to cellular service. Total government and partner contributions to the project are expected to be more than \$300 million. EORN also recognizes that broadband services for the region need to continue to evolve and improve. EORN will continue its advocacy and encourage the Government of Canada and Province of Ontario to continue to invest in broadband in eastern Ontario.

We are a dynamic, diverse team of entrepreneurs, senior municipal staff, engineers and consultants, who work in varied locations across eastern Ontario. We are passionate about improving connectivity for our region.

Reporting to the Chief Executive Officer (CEO), the primary function of this position is to provide strategic financial leadership and oversight including planning, budgeting, forecasting, monitoring and reporting. The CFO participates as a member of the leadership team and maintains positive relationships with key internal and external stakeholders.

#### **JOB DUTIES:**

##### **Leadership**

- Participate in the establishment and implementation of EORN goals and objectives through involvement in the formulation of strategic plan and operational plans.
- Demonstrate strong leadership abilities by providing strategic direction, inspiring and motivating team(s) and fostering a culture of collaboration and innovation.
- Lead by example, exhibiting professionalism, integrity and a commitment to excellence in all aspects of the organization.
- Effectively communicate organizational goals and objectives, ensuring alignment across departments and empowering team members to achieve success.
- Mentor and develop staff, fostering their professional growth and cultivating a high-performing team environment.
- Drive accountability and results through effective decision-making, resource allocation and performance management.

##### **Finance and accounting**

- Provide strategic management of the accounting and finance functions.

- Oversee the purchase of services agreement with the County of Hastings for the provision of financial and administrative services and liaise as required with the County of Hastings Director of Finance/Treasurer regarding EORN financial matters.
- Provide consultation and advice to the CEO regarding financial policy.
- Direct accounting policies, procedures and internal controls in consultation with the County of Hastings under the purchase of services agreement for accounting and finance activities.
- Coordinate and produce multi-year budgets including planning, preparation, monitoring and reporting to the CEO, leadership team, board of directors and its committees, as appropriate.
- Oversee and review the financial reports and ensure timely and accurate reporting to the CEO, board of directors and committees, as appropriate.
- Provide financial analysis and special project leadership, as required.
- Analyze cash flow requirements, investigate investment and/or financing options, as appropriate, and report status.
- Ensure that the banking requirements are met, and a positive relationship is maintained with bank representatives in conjunction with the County of Hastings.
- Oversee and review/prepare reporting required for government funded projects based on contractual obligations.
- Recommend improvements to ensure the integrity of financial information and its reporting.
- Oversee the fiscal year-end audit including the approval of the working papers prepared by the County of Hastings, liaising with the independent auditors, reporting to the audit and finance committee and board of directors in conjunction with the CEO, etc.
- Attend and participate, as appropriate, in board of directors and committee meetings including presentation of financial reports.
- Oversee the audit and finance committee in conjunction with the CEO and committee chair.
- Provide financial consultation and coaching to project team as appropriate and as priorities allow.
- Identify and manage business risks in conjunction with the CEO and insurance requirements for the organization. Oversee insurance requirements for third party contracts and agreements.
- Manage relationships with internal and key external stakeholders to ensure effective financial management for the organization.
- Attend and participate in leadership team meetings regarding financial and strategic management for the overall organization.
- Assist in achieving corporate excellence through information provision, problem solving and teamwork.
- Participate in the recruitment of staff as appropriate and undertake corporate initiatives, projects and responsibilities, as required.
- Other related duties as assigned.

### **Required Education, Skill and Ability**

#### **Minimum Qualifications**

- Professional accounting designation as Chartered Professional Accountant (CPA).
- Minimum of eight years' experience, preferably in a municipal or non-profit environment.
- Knowledge of legislative and legal requirements governing financial management, procurement and contract negotiations.
- Knowledge of and/or experience in government funding programs including contractual obligations and reporting considered an asset.
- Knowledge of and/or experience with public sector audits considered an asset.
- Advanced computer skills including experience in Microsoft 365 (including Excel, Word, Outlook, PowerPoint, Teams, SharePoint, etc.) and financial reporting software, preferably Microsoft Dynamics GP.

- Exceptional oral and written communication skills.

#### **Other Considerations/enhanced qualifications**

- Must provide a clear criminal record check.
- Must possess a current valid driver's license with a clear driver abstract and have reliable transportation.
- Must be able to travel for business purposes regularly.
- Experience as a remote worker (work from home arrangement).

#### **Conflict of Interest Provision**

Due to the nature and requirements of the independent financial review and advocacy process, EORN expects that the Chief Financial Officer will not be otherwise employed or under contract to any of the bidding or selected Proponents of the Cell Gap Project.

**RATE OF PAY:** \$140,000 to \$165,000 per annum with excellent fringe benefits and OMERS Plan enrollment

Please send resume and cover letter by email to:

Juliana Finney  
Human Resources Advisor  
Talent Management & Acquisition  
PO Bag 4400, 235 Pinnacle Street  
Belleville, ON K8N 3A9  
Fax to: 613-966-6775  
[careers@hastingscounty.com](mailto:careers@hastingscounty.com)

Applications will be accepted until 4:30 p.m. on **Monday, March 25, 2024**. Please quote 2024-NON-EORN-106 in your application.

*In accordance with the Municipal Freedom of Information and Protection of Privacy Act, personal information collected will be used only for the purposes of this employment opportunity. We thank all candidates who apply but advise that only those persons selected for an interview will be contacted. Eastern Ontario Regional Network is an equal opportunity employer that is committed to inclusive, barrier-free recruitment and selection processes. Please contact us if you require this posting in an alternate format. If contacted for an employment opportunity, please advise Human Resources if you require accommodation.*