



Commissioner, Financial Services and Treasurer

Who We Are

In Whitby, we are dedicated to our work, our community, and each other. We work hard, we have fun, and we celebrate our successes.

The Town of Whitby is a community in transformation that is located in the heart of Durham Region in the eastern Greater Toronto Area. Whitby is the second-largest municipality in the region and one of the fastest-growing communities in Canada. Located on Lake Ontario and only an hour east of Toronto, the population of Whitby is expected to grow from 140,000 to more than 200,000 by 2031. Whitby's Official Plan has been updated to establish new directions for Whitby's planned growth and development; the protection of our natural and built environments; urban design intensification; sustainability; community improvement; and new employment within this time frame.

The Town of Whitby combines a small-town atmosphere with the sophistication and amenities of a larger urban centre. Whitby boasts two beautiful heritage downtowns, one of the finest recreational harbours with an award-winning marina, year round sports and recreation activities, parks, trails, and a robust arts and culture scene, all of which are part of the extraordinary amenities that Whitby residents enjoy every day.

Whitby has an exciting and aspiring future, with a community that is welcoming, growing and transforming. On our team, you can expect to make a difference through your work and have a direct impact on shaping our growing community. Creating an inclusive environment where employees experience job satisfaction and have rewarding careers is important to us. We live our values and foster a culture of collaboration, accountability, respect and engagement where people enjoy coming to work.

We want to be the preferred employer for the most talented people who care about the Town of Whitby and are excited and proud to serve our vibrant community.

Let's grow together!

What You Will Get To Do

As a leader in the organization, the successful candidate will have a positive impact on our corporate culture by demonstrating the Town's CARE core values (Collaborative, Accountable,

Respectful, Engaged) through daily interactions with individuals at all levels of the organization, external contacts, and elected officials.

By effectively building positive rapport and relationships both internally and externally, the successful candidate will help us achieve our mission that together we deliver services that make a difference in our community.

Reporting to the CAO, the Commissioner, Financial Services and Treasurer is a member of the Senior Leadership Team (SLT) at the Town and is the top level financial position responsible for all aspects of financial services including long range planning and investment, risk management, managing and running of all the finance and accounting activities of the Town, including budgeting (operating and capital), accounting, reporting and auditing, tax revenue and administration, risk, and procurement.

Contingent upon Council appointment, this role is also designated as Treasurer as outlined in the Municipal Act, 2001 (the "Act") and, as outlined in section 286 of the Act is responsible for handling all of the financial affairs of the municipality on behalf of and in the manner directed by the council of the municipality, including:

- a) collecting money payable to the municipality and issuing receipts for those payments;
- b) depositing all money received on behalf of the municipality in a financial institution designated by the municipality;
- c) paying all debts of the municipality and other expenditures authorized by the municipality;
- d) maintaining accurate records and accounts of the financial affairs of the municipality;
- e) providing the council with such information with respect to the financial affairs of the municipality as it requires or requests;
- f) ensuring investments of the municipality are made in compliance with the regulations made under section 418, if applicable; and
- g) complying with any requirements applicable to the treasurer under section 418.1. 2001, c. 25, s. 286 (1); 2017, c. 10, Sched. 1, s. 35.

This role is responsible for the development, administration and implementation of the financial strategy, policies, procedures, and programs designed to foster prudent and responsible use of taxpayer dollars. As the Commissioner, Financial Services and Treasurer, and a member of the SLT, the incumbent is a steward of the Town's culture, policies, and procedures.

Who You Are

This Senior Leadership position requires a strategist that is results-oriented, innovative, and analytical with a drive for change. You are a strong leader and have a keen understanding of the big picture, and the significant role financial services plays in enabling the organization to be successful. You like variety and you are flexible, which allows you to be nimble, anticipate problems, deal with pressures, and easily manage competing priorities.

You don't shy away from complex problems and difficult decisions. You like to work with the facts, and have the ability to specify, strategize and define opportunities. You drive change and challenge the status quo with an organized and purposeful approach to situations and people. You are able to sustain creative efforts by assuring systems provide structure without limiting flexibility.

You are a servant leader. You seek to lead and have a positive impact on people, teams, and the organizational culture. You recognize that it is through people that business objectives are achieved, and you ensure your people are engaged, energized and well. Your genuine and sociable approach allows you to easily connect with people, supporting them with their career goals, and challenging them to tackle tough problems with your support.

You have a proven ability to communicate to stakeholders in a way that they understand. You know the value of collaboration and involving people in key decisions and changes. You have an inherent ability to recognize when you need to represent your function, and when you need to set aside functional goals and make a decision that moves the rest of the organization forward.

You focus on continuous improvement. You are open-minded, and always seek new ways to improve process. You encourage and work with your team to ensure a positive experience for internal and external customers.

What You Bring To Our Team

- University degree (B.Sc. or B.A. in Accounting, Business Administration, Public Administration, or equivalent combination of education and progressively senior and responsible work experience.
- Master's in Business Administration (M.B.A.) or Master's in Public Administration (M.P.A.) is considered an asset, or equivalent work experience.
- Professional accounting designation (CA, CMA, CGA).
- 15+ years as a chief financial officer for a public sector organization, preferably municipal government.
- Extensive experience and understanding of GAAP (generally accepted accounting principles) and PSAB (Public Sector Accounting Board) accounting standards
- In depth knowledge of risk management practices
- Strong leadership and organizational skills
- Process Improvement education/experience is an asset, e.g. Lean Green Belt
- Proficient in the use of MS Office and financial management software
- Excellent project management skills to ensure on time, on budget delivery of key corporate projects (e.g. ERP) and annual budgets and reporting deadlines.
- Excellent knowledge of forecasting and data analysis methods
- Possess a strong analytical and critical thinking skills
- Excellent oral and written communication skills to effectively convey information and recommendations to SLT, Council, staff, and the public and ensure their understanding, agreement and/or approvals related to policies and procedures.

What We Offer You

- Salary: \$157,328 to \$185,092 per annum
- A comprehensive benefits and pension program to ensure that your total compensation package addresses both your work and life needs.
- Flexible work arrangements allowing you to manage your priorities and your time effectively.
- An organization that invests in its culture and lives by its values, offering leadership development and opportunities to grow as a leader in the organization.

We are an Equal Opportunity Employer

At the Town of Whitby, our values guide everything that we do. We celebrate our differences, which is why we are committed to building an inclusive and barrier-free environment for our team. If you need a specific accommodation during the recruitment process, please let us know, and we will be happy to provide. Any information received relating to accommodation will be addressed confidentially.

To express your interest in this key leadership opportunity please submit your resume and related information in confidence to **whitbytreasurer@lesp.ca** by Friday Oct 2nd, 2020.

We sincerely thank all candidates for their interest; however, only those selected for an interview will be contacted.

The Town of Whitby is an equal opportunity employer, committed to diversity and accessibility within the workplace where all employees feel valued, respected and supported. In accordance with the Accessibility for Ontarians with Disabilities Act (2005), upon request, accommodation will be provided by both Legacy Executive Search Partners and The Town of Whitby throughout the recruitment, selection and/or assessment process to applicants with disabilities.