



Canadian Feed The Children (CFTC) – proudly and independently Canadian since 1986 – works to unlock children’s potential through community-led action in Canada and around the world. CFTC delivers development programs through local partners that have positive, meaningful, and sustained impact on children’s lives and on the self-sufficiency of their families and communities. Currently operating in five countries (Bolivia, Ethiopia, Ghana, Uganda, and in Indigenous communities in Canada), this award-winning, Imagine Canada Standards-accredited agency is at the leading edge of practice in the international development sector. If you share our passion for bettering children’s lives, and thrive in a collaborative, values-based culture where creativity and innovation are rewarded, please consider applying for this role.

Vice President, Finance

Full Time – Toronto

The VP, Finance is responsible for the accounting and finance functions for the organization while being hands-on with the execution and delivery of the various tasks and functions for the department. The incumbent is responsible for the delivery of financial administration and budgeting. As a member of the senior leadership team this role will also actively contribute to overall organizational strategy. This role will be based at the Toronto office. Key accountabilities include but are not limited to the following:

Key Accountabilities

- Being hands-on with a small team, directing, managing and contributing to all financial and accounting functions including budgeting, financial forecasting, cash flow management and grants management, both in Canada and abroad, ensuring that all transactions are undertaken in accordance with generally accepted accounting principles and all policies of the organization
- Ensure the appropriate financial and accounting controls are in place, and that related policies and processes are in place, both in Canada and other countries, to protect the organization’s assets, control commitments and spending in accordance with policy and approved levels, and meet all regulatory requirements
- Work collaboratively with other senior leaders to develop and administer a financial management system for grants, including banking, planning, control, reporting and analysis and any other related activities
- Provide financial, accounting and budget reports to the management team including the CEO
- Develop and manage departmental budgets, supporting departments/management with budgeting process, expenses and forecasting
- Oversee the annual audit process, ensuring maintenance of appropriate internal controls and financial procedures and compliance with regulatory requirements
- Review and make recommendations for process improvement of financial, accounting and budgeting systems, improving financial controls where necessary
- Ensure that funds, which are not required for day-to-day operations, are appropriately invested in accordance with the organization’s approved Investment Policy
- Ensure the cash requirements of the organization, based on approved plans, can be met through appropriate cash management and, where required and if approved, borrowing against the established credit facility
- Ensure the appropriate insurance is in place to mitigate normal business risks (e.g. Directors’ and Officers’ Liability, Commercial General Insurance) and to mitigate any other significant identifiable and insurable business risks
- Participate in the planning functions of the organization including strategic planning, annual operational planning, attendant budgets and cash-flow planning

- Assist with the development and monitoring of operational plans
- Support and lead the administration of procurement policies and processes
- Stay abreast of related regulatory changes that may affect the organization and work with the appropriate legal and other counsel to develop policies and procedures to meet the new requirements
- Provide regular coaching, supervision and hands-on support to the Finance team to ensure that all financial, accounting, payroll and reporting deliverables are met
- Ensure effective team leadership and development of the Finance team, fostering collaboration and enhancing communication
- As a member of the senior leadership team, assist in setting the operational direction in the context of the mission, strategic plan and current priorities
- Provide strategic support and advice to the CEO and the broader leadership team on resource allocation, risk assessment and financial management
- Lead and/or participate on cross-functional teams to support high-quality services to internal and external stakeholders as required
- As required, provide information and support to head office and country offices

Qualifications & Requirements

- 10 or more years in a financial management role with accountability for all financial and accounting functions combined with a professional financial designation (CMA, CGA, CA)
- Demonstrated excellent leadership and management abilities
- Able to navigate ambiguity and organizational change effectively
- Post-secondary degree or diploma with a focus on financial management
- Experience working within complex non-profits, charities or international development organizations
- Excellent interpersonal skills, demonstrating flexibility and the ability to act as a team player
- Demonstrated excellent written and verbal communication skills
- Desire to make a difference while having fun in the process

To apply please send your resume and cover letter to jobs@canadianfeedthechildren.ca

We thank all applicants for their interest however only those selected for an interview will be contacted.

Canadian Feed The Children is committed to creating a diverse environment and is proud to be an equal opportunity employer. We are committed to ensuring a barrier-free, accessible and inclusive work environment. We welcome and encourage applications from people with disabilities. Upon individual request, we will endeavour to remove any barrier to the hiring process to accommodate candidates with disabilities. Please inform us should accommodation be required at any point during the recruitment and selection process.