



Siksika Family Services Corporation
FINANCE
Divisional Financial Controller
Siksika/Calgary
Permanent Full-Time
Closing Date: OPEN until position is filled.
10/2025



GENERAL STATEMENT OF POSITION:

The Divisional Financial Controller is responsible for the day-to-day planning, implementation, management, and oversight of all financial activities within their assigned allocation of departments across the Siksika Family Services Corporation (SFSC). This allocation of departments may be adjusted over time in alignment with evolving financial management strategies and organizational needs.

Working under the direction of the Director of Finance, the Divisional Financial Controller supports the overall financial health and integrity of SFSC by ensuring consistent financial reporting, maintaining effective internal controls, and upholding established financial policies and procedures.

REPORTS TO: The Director of Finance

DUTIES AND RESPONSIBILITIES:

- Provides leadership in the development for the continuous evaluation of short and long-term strategic financial objectives.
- Direct and oversee all aspects of the Finance & Accounting functions of the organization.
- Establish and maintain strong relationships with senior executives to identify their needs and seek full range of business solutions.
- Provide the executive and director management team with advice on the financial implications of business activities, as required.
- Provide leadership and coordination in the administrative, business planning, accounting and budgeting efforts of the company.
- Direct, mentor and coach Senior Accountants in support of effective and efficient financial operations.
- Ensure staff are oriented, trained and provided opportunities so that skills and competencies are developed to ensure practices are in accordance with policies, procedures and GAAP supporting efficient service delivery succession planning.
- Manage the performance planning process to support staff by ensuring that measurable goals are set, reviewed, and achieved along with learning plans. Ensure training and development needs are designed to fulfill operational requirements.
- Ensure credibility of Finance group by providing timely and accurate analysis of budgets, financial trends and forecasts.
- Manage processes for financial forecasting, budgets and consolidation and reporting to the Company.
- Ensure that effective internal controls are in place and ensure compliance with GAAP and applicable federal, provincial and local regulatory laws and oversee the management and coordination of all fiscal reporting activities for the organization including but not limited to organizational revenue/expense and balance sheet reports, reports to funding agencies, development and monitoring of organizational and contract/grant budgets. rules for financial and tax reporting.
- Lead the development and maintenance of financial systems and tools, including comprehensive job cost tracking.
- Assess and advise on the financial impact of long-range planning, new programs, and regulatory changes.
- Provide recommendations to enhance financial performance, sustainability, and business opportunities.
- Ensure accurate reporting and conformance to financial policies.

EDUCATION AND EXPERIENCE:

- Post-Secondary degree in Accounting, Business Administration or Commerce.
- Designation as a Chartered Professional Accountant (CPA) required.
- Must have a minimum of 3 – 5 years' relevant experience in financial management field, with First Nation financial management experience an asset.
- Certified Aboriginal Financial Manager designation is an asset.
- Possesses knowledge of aboriginal or Siksika culture, language and history. The ability to speak Blackfoot fluently is an asset.
- Knowledge of financial accounting principles, practices and procedures as applied to general bookkeeping and accounting records, including knowledge of generally accepted accounting principles (GAAP).
- Ability to establish and maintain effective working relationships with employees and the public.
- Knowledge of local, provincial and federal laws regarding accounting, finances and taxation.

Resumes and cover letters should be emailed to familyserviceshrm@siksikafamilyservices.com

Please quote **Job Title** on your cover letter.

IMPORTANT: All applications **must** be complete and include the following:

1. Degree/Diploma/Certificates and/or other pertinent related documents.
2. Clear Criminal Record and Child Intervention Check.
3. Copy of Driver 's License.

We thank all those applicants in advance, however only those candidates selected for an interview will be contacted.