

Executive Director, Financial Services

EXECUTIVE DIRECTOR, FINANCIAL SERVICES - Competition Number 20-80

About Kwantlen Polytechnic University

Kwantlen Polytechnic University is an innovative, transformative and ambitious post-secondary institution that serves the needs of Metro Vancouver, British Columbia, and beyond.

With campuses in Richmond, Surrey-Newton, Surrey City Centre, Surrey-Cloverdale and Langley, KPU has opened the doors to success for more than 250,000 graduates over its nearly 40-year history.

KPU is a teaching university, delivering degree programs, credentials in technology and trades, career and preparatory studies, and professional education.

As Canada's only polytechnic university, KPU emphasizes applied degree education and is committed to broad-based undergraduate learning that prepares students for successful and rewarding careers while also providing them with the ethical framework and critical understanding necessary for good citizenship.

Anticipating a future that will continue to change the way we work and live, KPU has a unique polytechnic strategy focused on making the world a better place through access to lifelong, meaningful education.

The Position:

KPU is seeking a **permanent, full-time Executive Director, Financial Services**. This position is responsible for providing overall leadership and management of financial operations and reporting at the University, modernizing and streamlining KPU's budgeting, reporting, internal controls and financial systems. The Executive Director plays the lead role in developing the University's annual and long-term operating and capital budgets, in excess of a \$200 million+ budget. The Executive Director has management accountability for the financial condition of the organization, and ensures that the President, Vice Presidents, and other University employees have access to timely, meaningful, and accurate financial information.

The Executive Director, Financial Services oversees the portfolios: Financial Operations, Budget & Planning, Payroll Services and Procurement.

This role reports to the Vice President, Finance & Administration. Reporting directly to this position are the Director of Financial Operations, Director of Procurement, and Confidential Assistant.

Want to know more about what you'd be doing?

Follow the link below to view the job description for the role of **Executive Director, Financial Services**: <https://www.kpu.ca/hr/career-opportunities>

We are we looking for:

An experienced leader with a strong background in finance and accounting, who has a proven track record of innovative and strategic decision making, as well as experience working with Boards and leading an organization to achieve aggressive performance goals. This leader will also have the following qualifications:

- An understanding of and an appreciation for complex, unionized public sector organizations is preferred; experience in and knowledge of post-secondary educational institutions is an asset
- Experience in dealing with competing agendas and diverse opinions, and has drawn upon their intuition, conceptual skills and leadership skills to find the best solutions.
- A forward thinker with the ability to translate strategic objectives and operational plans into action; able to prioritize and set plans to reach the financial objectives;
- Ability to analyze problems and opportunities, establish facts and draw valid conclusions quickly, appropriately and under pressure.
- Ability to organize and analyze large amounts of information.
- Possesses solid business acumen and an appreciation for operations. Is adaptable to a changing marketplace.
- Ability to see the big picture – strong results and bottom-line orientation.
- Ability to be decisive and willing to make difficult decisions when needed.
- Ability to deal effectively and diplomatically with people at all levels in an organization and in government.
- Superior verbal and written communication skills, including the ability to effectively articulate financial concepts to others. Is confident in making presentations to all levels.
- Excellent interpersonal skills; can build and maintain trust and effective working relationships.
- Collaborates in a meaningful, productive way. Understands where the line is between collaboration and decision making and acts accordingly, ensuring the proper communication and follow-up along the way.
- Practices open and effective dialogue to ensure the exchange of ideas and information.
- Politically astute. Identifies potentially contentious issues and deals effectively with them while exercising tact and diplomacy.
- Intercampus travel is required, possession of a valid driver's license and access to a vehicle is preferred.

What education & experience should you have?

- Graduate degree plus a Canadian professional accounting designation in good standing or an equivalent combination of education and professional experience.
- A range of senior and/or mid-level administrative experience in finance and accounting.
- Experience managing an investment portfolio is required. Audit experience is an asset.
- Experience in leading the budget process and working with larger budgets within the public sector is preferred.

Total Rewards:

We're proud of the benefits that we offer our employees. Total Rewards includes an attractive benefits plan, generous vacation entitlement and leave options, pension, tuition waiver, health and well-being opportunities, as well as professional development programs to support your career growth and talent development.

The Location:

This position is based out of our Langley campus and frequent travel between campuses will be required. With campuses across the Lower Mainland, we can offer flexibility in work location.

As per KPU's COVID-19 response protocol, this position is temporarily being offered as a remote/work-from-home opportunity until further notice.

To apply for this role please visit our Career Centre:

<https://www.kpu.ca/hr/career-opportunities>

Kwantlen Polytechnic University is committed to employment equity and diversity in the workplace that reflects the broader community that we serve. The University welcomes and encourages applications from women, members of racialized groups/visible minorities, Indigenous persons, persons with disabilities, persons of any sexual orientation, and persons of any gender identity or gender expression.

If you require employment support or accommodation, please include your request through the application process.

All qualified candidates are encouraged to apply; however, Canadians and permanent residents will be given priority.

Kwantlen Polytechnic University is committed to protecting the safety and welfare of employees, students, and the general public, and upholding the reputation and integrity of the University. For this reason, final applicants will be asked to undergo a background check.