



## CORPORATION OF THE VILLAGE OF POUCE COUPE

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[www.poucecoupe.ca](http://www.poucecoupe.ca)

### Employment Opportunity

#### Chief Financial Officer

August 23<sup>rd</sup>, 2017

The Village of Pouce Coupe is actively seeking to fill the role of Chief Financial Officer (CFO) working approximately 20 hours per week.

The Village is home to 790 residents and is located approximately 10 kilometers from the City of Dawson Creek in the Peace Region of British Columbia. Our residents enjoy all the amenities of a medium sized city at a fraction of the cost. We are surrounded by rolling hills, farms and yellow fields of canola as far as the eye can see. You will be working with a CAO and a progressive and tenured Council that is committed to moving the Village forward in an open, transparent and collaborative way. The Peace Region has excellent recreational opportunities that include skiing, hiking, ATV riding, and snowmobiling just to name a few. This opportunity would be well suited to someone looking for an excellent work/life balance.

The Chief Financial Officer is responsible for the planning, coordinating, administering, and implementing all matters related to the Village's financial services. This position provides assistance to the CAO with respect to fulfilling the statutory functions of Financial Administration as outlined in *Community Charter* and *Local Government Act*. There is a requirement to deal frequently with confidential matters, personnel items and with the general public requiring the exercise of sound judgment, tact, and discretion at all times.

The CFO is a key member of the senior management team and will have a direct reporting relationship to the Chief Administrative Officer (CAO) and a financial advisory and guidance reporting relationship with the Municipal Council. As the second in command and "Partner" to the CAO the CFO will be responsible for all Finance functions and will be Acting CAO when required. This will entail attending meetings with stakeholders and Council. The CFO will have a significant ongoing role in discussing Municipal financial matters with community groups and the public and will lead a small, dedicated and effective team, ensuring they have the proper mentoring, development and growth opportunities in their career.

We are looking for someone with an accounting designation and a background in Municipal Accounting that can coordinate and oversee the workings of our finance department.

If you are interested in taking on this challenging role, please forward your resume by September 29<sup>th</sup> 2017 to Sandy Stokes at [sstokes@poucecoupe.ca](mailto:ssstokes@poucecoupe.ca)