



## **Manager of Finance, Risk & Facilities**

York University champions new ways of thinking that drive teaching and research excellence. Through cross-disciplinary programming, innovative course design, diverse experiential learning and a supportive community environment, our students receive the education they need to create big ideas that make an impact on the world. Located in Toronto, York is the third largest university in Canada, with a strong community of 53,000 students, 7,000 faculty and administrative staff, and more than 300,000 alumni.

The School of Continuing Studies is a large and complex revenue-generating professional education enterprise designed to provide English language instruction and continuing professional education programs to students in the GTA, nationally and internationally. The school serves the diverse needs of international students seeking to obtain language and post-secondary education to excel in Canada. It also serves domestic students seeking to upgrade their professional education, change careers or obtain a Canadian education or credential. It is expected to generate revenue for York University and to generate a funnel of undergraduate and graduate students for York University in order to meet the enrolment targets. The School has two main departments: the York University English Language Institute (YUELI) and Continuing Professional Education (CPE).

In this role you will be responsible for the financial management of the School (financial planning & analysis, financial reporting including the management discussion & analysis, financial accounting, day-to-day management and financial & operational controls), the development and implementation of Enterprise Risk Management, physical asset management (managing space planning, all renovations and equipment purchases for the School's new building), managing all external contract negotiations and escalated procurement resolution as well as manage a team of at least 6 staff. You will represent the School with vendors.

As our ideal candidate, you have a university degree in business or equivalent. A recognized professional accounting designation (CPA, CPA, CA, CPA, CMA, CPA, CGA) is required with at least six(6) years relevant experience in finance, accounting & reporting, including a minimum of three (3) years post-qualification experience. Relevant experience must include overseeing budget management, financial reporting, FP&A (financial planning and analysis) and managing staff (preferably in a unionized environment). Must have at least one(1) year experience in leading and/or implementing a risk management program. Strong preference for candidates who have implemented an accounting system (or ERP).



***For full position details, including skills and knowledge requirements, and to apply to this exciting opportunity visit the External Career Portal ([www.yorku.ca/jobs](http://www.yorku.ca/jobs)) and refer to posting 101785.***

*We offer comprehensive benefits and access to superb educational and recreational facilities. For more information on what York has to offer U please visit: <http://hr.info.yorku.ca/benefits/>*

**\*Compensation:**

York implemented a revised CPM Compensation Framework in 2019. The Framework is a salary grid consisting of 6 or 8 steps (depending on job grade) which is reviewed annually with possible adjustments, and a lump sum Merit Incentive Award. Employees will receive the grid adjustment and depending on performance, eligible permanent employees may move to the next step of the grid and may receive a performance lump sum Merit Incentive Award. Visit the CPM Compensation page on the HR Website to find out more about York's CPM Compensation Program.

**The University welcomes applications from all qualified individuals, including, but not limited to women, persons with disabilities, visible minorities (racialized), aboriginal (Indigenous) persons and persons of any gender identity and sexual orientation. York University is committed to a positive, supportive and inclusive environment.**

**York University offers accommodation for applicants with disabilities in its recruitment processes. If you are contacted by York University regarding a job opportunity or testing, please advise if you require accommodation.**

**We are committed to enhancing our environmentally and socially responsible practices for the benefit of all members of the York community. Our long-term perspective recognizes our responsibility to be innovators and to continually work as a community to reduce our ecological impact.**

**York University employees must apply to jobs through the Employee Career Portal - YU Hire. If you are a current York University employee and/or are using your rights under a collective agreement to view and/or apply to jobs, you MUST log into YU Hire to access the York University Employee Career Portal.**