



Niiwin Wendaanimok Limited Partnership
Employment Opportunity
Finance Manager

Location: Kenora Region and Member Communities

Overall Role:

The Finance Manager will oversee all financial activities of the Niiwin Wendaanimok Partnership. Responsible for all financial reporting, the Finance Manager will develop and implement accounting policies, systems and procedures in order to ensure accurate and timely financial reporting to the General Manager and the Board of Directors.

Skills & Qualifications:

- a) Previous experience in book-keeping, or public accounting.
- b) 2 years in a Finance Manager role an asset.
- c) Skilled in performing financial analysis and financial modeling.
- d) CPA designation preferred or a combination of a Bachelor's degree in finance or accounting and relevant experience.
- e) Working knowledge of accounting software.
- f) Knowledge of Anishinaabe language and local community is preferred.
- g) Valid driver's license is an asset.

Duties:

- a) Ensure all accounting and financial reporting activities are completed in an accurate and timely basis.
- b) Prepare monthly cash flow statements.
- c) Review the annual budget for each program and monitor the budget against actual revenues and expenditures on an ongoing basis.
- d) Prepare and review monthly consolidated financial report and individual reports for all programs.
- e) Develop and implement accounting policies, procedures and systems to ensure financial information is fairly stated.
- f) Assist external auditors as required.
- g) Keep up to date with accounting changes.



- h) Monitor the expenditure of the budgets in coordination with Project Coordinator(s).
- i) Prepare forecasts to assist Project Coordinator(s) to manage annual budgets.
- j) Perform additional duties as required.

Compensation:

The salary range for this position is \$80,000 plus benefits, depending on qualifications and experience.

Flexible working arrangements will be considered due to Covid 19.

Along with a resume and cover letter, applicants must submit a current copy of their vulnerable sector check and two references.

Application packages can be mailed or emailed to:

HIRING COMMITTEE
Niiwin Wendaanimok Management Inc.
Wauzhushk Onigum Nation
Golf Course Road
Kenora, ON P9N 3X8
E-mail: admin@niiwinwendaanimok.com

CLOSING DATE: September 24, 2021 AT 4PM

Note: We thank all those who have expressed an interest in this position; however, only those applicants selected for an interview will be contacted.

The Niiwin Wendaanimok (Four Winds) Partnership is an Indigenous owned and operated corporation dedicated to providing construction contracting and environmental monitoring services in Treaty 3 territory with a mandate to employ Anishinaabe workers and assets in development projects and ensure Anishinaabe laws and voices are respected in development within their territory. The Partnership is made up of representatives from the four communities of Wauzhushk Onigum Nation, Washagamis Bay First Nation, Niisaachewan Anishinaabe Nation and Shoal Lake 40 First Nation.