



NOTICE OF VACANCY

The Corporation of the Town of Bracebridge
Finance Department
Director of Finance/Treasurer

Come join us! Be part of an enterprising team that's proud to support a vibrant, healthy, safe and caring community. We are seeking a well-qualified, dedicated, enthusiastic and customer service focused applicant for the position of:

DIRECTOR OF FINANCE/TREASURER

The Town of Bracebridge is located in the Heart of Muskoka, the epitome of Canada's Cottage Country. With a population in excess of 16,000 permanent residents that doubles during the summer months, the community has a diversified economy that is highlighted by strong construction, hospitality and professional sectors. Bracebridge is the steward of the cottage country brand and is teaching the world the power of living the Muskoka lifestyle in its spirit, the arts, food, home and recreation.

Lakes and parklands provide pristine opportunities for swimming, boating, fishing, hiking, cross country skiing, and more. Culture abounds with live theatre, diverse cuisines, an active artistic community, and educational facilities including college and university campuses.

Reporting to Chief Administrative Officer, the successful applicant will be responsible for the Town's annual business plan and operating and capital budget; taxation; payroll; and purchasing; participation in strategic planning including current situation analysis, environmental assessment, business/economic outlook, future legislation impact and updating Corporate goals and strategies; review of new or revised policies for the Finance Department; and providing leadership for a positive employee relations climate. The Director of Finance/Treasurer will identify and track best practices in financial planning, accounting, revenue, financial reporting, banking relations, cash flow management, investment management and purchasing, and risk management/insurance for possible application at the Town. The successful candidate will be responsible for Treasury functions for the Town including reserve funding, cash flow management, investment management, optimization of credit lines, risk management/insurance and banking relations.

Applicants must have a degree in Finance, Accounting or Commerce accompanied by post-graduate studies in Business/Public Administration and Management studies, accompanied by a CPA, CMA, or CGA designation and a full membership in the corresponding professional association. The Certified Municipal Officer designation and full membership in the Association of Municipal Managers, Clerks and Treasurers of Ontario, and the Municipal Finance Officers' Association of Ontario, or eligibility for these, is required. Excellent interpersonal, financial, project/time management, organizational, analytical, research, communication, presentation, problem-solving, and staff leadership and supervisory skills are required.

This is an Exempt (Non-Union) position with a salary range of \$106,278 to \$124,331 per year.

Please submit your application, including covering letter and resume, quoting File 2014-E-14 by April 30, 2014 to:

Town of Bracebridge
Attention: Human Resources
1000 Taylor Court
Bracebridge, Ontario P1L 1R6
File Reference: 2014-E-14
E-Mail: humanresources@bracebridge.ca

We thank all who apply, however, only those candidates selected for an interview will be contacted. Personal information is collected under the authority of the Municipal Act, S.O. 2001, c.25 and will be used to determine employment eligibility. Questions regarding collection should be directed to the Corporate Services Department at (705) 645-5264. The Town of Bracebridge is an Equal Opportunity Employer.