



Opportunity Profile

York University

Assistant Vice President Finance & CFO

About York University

Located in Toronto, York University 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.

York University is a leading international teaching and research university and a driving force for positive change. It was founded in 1959 on principles of social justice. Since that time, York University has grown to become Canada's third largest research and teaching institution, a progressive and community-engaged university committed to providing a broad demographic of students access to a high quality, research-intensive environment. York University continues to innovate across its multiple campuses located in the heart of Toronto, including the Keele and bilingual Glendon campus, the Markham campus scheduled to open in 2024, and a series of satellite locations both within Ontario and abroad, focused on facilitating and creating positive change on a large scale.

The Opportunity

York University is undertaking a search for its **Assistant Vice President Finance & CFO**

The Division of Finance and Administration (DFA) is committed to providing professional, value-added services that enable and support York University's mission and vision. It strives to be recognized for service excellence by working collaboratively with internal partners and creating a positive pan-university experience in the pursuit of the University's goals and objectives. We recognize that people are our greatest enablers in delivering impactful services and in order to maximize our impact on the University, effective communications are the cornerstone to our success.

Reporting to the Vice President, Finance and Administration, the **Assistant Vice President Finance & CFO** will contribute to the University's strategy and operations as a key member of the senior leadership team of the University.

The AVP Finance & CFO is responsible for providing leadership and direction in the areas of accounting, financial reporting, insurance and risk, finance, strategic procurement, pension fund management and treasury to the Vice President Finance & Administration, University Executives as well as to the Board of Governors and Board Committees.

The leadership and management of Finance requires a commitment to service excellence. Additionally, the role requires a strong focus on people leadership, continuous quality improvement, strategic planning, and financial management.

The AVP Finance & CFO will support the vision, mission, values and strategic direction of the University, and contribute to a positive, supportive, and client-focused team environment of high performance, respect, trust, collaboration, and continuous improvement, and embraces sustainability, decolonization, equity, diversity and inclusion.

Key Responsibilities

Strategic Leadership and Operational Planning

- Provide strategic leadership to the Finance Department, maintaining a visible and approachable presence, coaching, mentoring and providing support as required.
- Maintain expert knowledge of accounting standards, best practices, and the University's business objectives, policies and processes.
- Establish strategic direction and vision for the University's financial management, in consultation with the Vice-President, Finance & Administration in support of University goals and objectives.
- Oversee the University's financial health, including financial planning, forecasting, reporting and monitoring of University finances.
- Develop business models to support the overall strategic direction of the University, assessing and implementing future opportunities to ensure the University can continue to meet its goals.
- Provide strategic long-range planning and recommendations regarding financial policies and procedures for the University.
- Develop strategies to improve efficiency and effectiveness based on a review of existing business practices, services provided, available opportunities, financial feasibility, and University policies and procedures.
- Advise and influence Chairs, Deans, and University Executives on strategic matters regarding effective financial administration to ensure the quality of financial management at the University.
- Resolve complex and escalated financial problems advocating and at times mediating solutions with both academic and non-academic administrators across the University.
- Advise the University Executives and other colleagues on financial matters relevant to negotiations with employee unions.
- Represent the Finance Department at University committee and planning meetings (e.g., University Budget Advisory Committee) and the Board of Governors and its related committees (Finance and Audit, Investment, etc.) to provide strategic input and expertise.
- Represent the University as required/requested at international, national, and provincial committees.

Financial Accounting

- Responsible for the preparation and issuance of quarterly and annual financial reports and other regulatory documents.

- Ensure the financial statements accurately represent the financial position of the University and its operations.
- Review the accounting and financial reporting systems and address required improvements.
- Responsible for the financial control processes necessary to safeguard the University's resources and to monitor the performance of the University against established budget, performance and risk targets.
- Manage all activities of suppliers of financial services and systems to the University including, but not limited to accountants, auditors, underwriters, brokers, etc.

Finance and Treasury

- Provide support in the development of all regulatory filing documents and other equity or debt offering documents.
- Develop and maintain financial models for risk management purposes.
- Prepare and present pro-forma financial and cash flow forecasts.
- Continually monitor the organization's financial obligations, including covenants and payment schedules, and ensure they are adhered to.
- Propose, deliver, and report on the University investment strategy of short-term, endowment, sinking fund and pension funds.

Strategic Procurement

- Provide oversight to the development and management of the University's strategic procurement services, including being a champion for social procurement.

Risk Management

- Provide oversight to the development and management of the University's property, casualty insurance program and leased assets ensuring effective strategic risk management programs are in place appropriate for the various needs across the University.

Pension Fund Management

- Oversee management of York University's Pension Fund ensuring funds are well managed and in accordance with legal, policy and fiduciary requirements.

Other duties as assigned by the Vice-President Finance & Administration.

The Individual

The ideal candidate will possess a commitment to innovation and leading through change. They will be a confident leader who demonstrates a commitment to the values of York University and operates with an innate sense of honesty, justice, integrity, kindness and fairness. In addition, the ideal candidate will have proven accomplishments in the following areas:

- They will have broad and diverse experience in senior leadership of large and complex organizations within the public and/or private sectors. Solid exposure to the post-secondary sector is considered a strong asset. A strong background in financial stewardship is required.
- They will have solid relevant academic preparation including a Chartered Professional Accounting designation (CPA). Graduate credentials are seen as a strong asset.
- They will deliver on plans and drive key business processes to optimize business performance.
- They will demonstrate sound judgment, business and financial acumen in all levels of decision-making and can coach and inspires others throughout the organization to do the same.
- They will be a connector and collaborator building strong relationships both internally and externally to the institution.
- They will be adept at communicating complex information and will demonstrate a commitment to encouraging the dissemination information across various levels/teams.
- They take pride in developing people and culture and in building capacity for the future success of York University. They thrive in a team environment working towards achieving its highest potential.
- They will display commitment and sensitivity to principles of sustainability and decolonization, equity, diversity, and inclusion.

Skills and Attributes

Strategic Agility – A visionary leader who can effectively communicate their ideas, gather support, and guide others towards achieving their goals. Has a broad understanding of trends in the post-secondary sector while also being able to address the specific challenges faced by the University. Possesses strong skills in facilitation and strategic planning.

Leadership Skills— A mentor and positive role model who can communicate potential opportunities to departments while empowering staff and incorporating the views of others. Uses a practical and common-sense approach.

Decision Quality – Possesses the ability to evaluate situations objectively, provide appropriate consultation, and make timely and sound decisions. Adept at problem-solving and understands and values processes. Collaborates with the relevant staff when making decisions, strives to achieve consensus, and is capable of making difficult decisions while effectively articulating the rationale behind them.

Dealing with Ambiguity – Comfortable leading and working in a changing environment. Is self-reliant. Understands the need to seek out different possibilities and change direction quickly - develops new ideas and can effectively move them forward. Can hold a well-considered position under criticism but is also prepared to change a decision if new information emerges and change is warranted.

Planning – Accurately scopes out the length and difficulty of tasks and projects. Able to set ambitious objectives and goals while implementing a work plan that is achievable and anticipates and adjusts for any challenges that may arise.

Communication and Relationship Building: Communicates information in a clear and concise manner to diverse partners and builds strong collaborative relationships.

Change Management—Energetic and able to lead in a changing environment; experienced in evaluating organizational structure and effectively implementing required changes to elevate the skill level and improve the efficiency of an organization. Alters course when necessary while maintaining a clear and consistent vision; enjoys and embraces new challenges.

Collaboration—Promotes and enables cooperation across the organization; anticipates, understands and responds to the needs of the various internal and external partners to meet or exceed their expectations within the organizational parameters.

Financial Management—Has a proven ability to manage in all fiscal environments, leads with a strong sense of service and is efficient in budgeting, financing and information reporting.

Interpersonal Savvy—Has the ability to communicate comfortably and openly with individuals from diverse backgrounds. Treats staff, faculty, colleagues, students, and others with respect; resolves conflicts respectfully and in a timely manner, negotiates effectively, and provides effective feedback to colleagues/employees.

Pragmatic Decision Maker—Believes in involving people in processes to establish priorities and shows sensitivity to changing approaches. Shows strong common sense and intuitive judgment abilities.

Building Effective Teams – Has proven ability to build strong, cohesive and high-performing teams. Acts as a mentor and coach to support staff career growth and development.

Action Oriented - A high-energy individual. Seizes opportunities effectively to move the organization forward. Acts decisively, evoking confidence in those around them.

Ethical Standards & Integrity - Holds themselves and others accountable for actions taken. Is direct, honest, and forthcoming about opportunities and challenges facing the institution. Is professional and appropriate with communication. Delivers on promises made and continually leads by example.

Equal Opportunity

The University welcomes applications from all qualified individuals, including individuals within the University's employment equity categories of women, persons with disabilities, members of visible minorities and aboriginal

persons, individuals of diverse gender and sexual orientation and all groups protected by the Human Rights Code. York University is committed to employment equity and diversity and a positive and supportive environment.

Applicants wishing to self-identify as part of York University's Affirmative Action Program can do so by downloading, completing and submitting the form found at acadjobs.info.yorku.ca. All qualified candidates are encouraged to apply; however, Canadian citizens, Permanent Residents and Indigenous peoples in Canada will be given priority. In accordance with the Accessibility for Ontarians with Disabilities Act (AODA), accommodation will be provided by both Leaders International and York University throughout the recruitment process to applicants with disabilities.

To Apply

We encourage all applications to be received by **June 30, 2023**. To apply for this significant leadership opportunity, please submit a comprehensive resume along with a cover letter in confidence to:

Ardyce Kouri or Wendy Romanko
Leaders International
Suite 501 Fox One 10226 – 104 Street
Edmonton, AB T5J 1B8

Phone: 780-420-9900

Email: Edmonton@Leadersinternational.com