



Child and Family Services of Western Manitoba

Services à l'enfant et à la famille de l'ouest du Manitoba

Job Posting Details

Position Title & Program Area:	<u>Chief Financial Officer, Full-time permanent</u>	Competition Number:	<u>09 / 26</u>
Posting Close Date & Time:	<u>Monday, June 8, 2026 at 9:00 a.m. CDT</u>	External or Internal:	<u>External</u>

Position Summary and Qualifications

Child and Family Services of Western Manitoba is an autonomous, non-profit organization providing Child and Family Services throughout Western Manitoba. Governed by an elected Board of Directors and funded through public and private sources, the Agency employs over 125 staff. Our mission is: "Child and Family Services of Western Manitoba exists so that children are safe and nurtured in strong, loving families within a community of caring people." With an annual operating budget exceeding \$15 million, the Agency delivers a continuum of mandated and prevention services, as well as operates day care, group care, and community resource centres.

Reporting to the Chief Executive Officer, the Chief Financial Officer is responsible for the administration, leadership, and oversight of all financial operations. This full-time, in-office position (36.25 hours per week, Monday to Friday) begins July 27, 2026. This position is classified within the FI5 or FI6 salary scales (\$83,123.00 to \$112,949.00) with placement dependent on experience and qualifications, and is subject to a six-month probationary period. The Chief Financial Officer provides strategic financial leadership that ensures integrity, accountability, and effective financial systems, policies, and practices.

The Chief Financial Officer will:

- Ensure financial systems, policies, procedures, and internal controls support sound financial stewardship;
- Contribute to long-term strategic and financial planning, including collaboration with the Board of Directors;
- Supervise up to three accounting staff, a clerical coordinator, and a Facilities and Fleet Specialist;
- Serve as a member of the senior leadership team and act as a management representative on the Health and Safety Committee.

Qualifications:

- CPA designation in good standing with CPA Manitoba (out-of-province applicants must register within probationary period);
- Minimum three years of financial management experience, including knowledge of relevant legislation and work with external auditors;
- Experience developing, analyzing, interpreting, and reconciling financial reports;
- Proficiency with Microsoft Office, Sage 300, and QuickBooks;
- Strong analytical, problem-solving, leadership, interpersonal, and negotiation skills;
- Ability to prioritize and exercise initiative in a complex environment;
- Ability to work independently with minimal supervision;
- Excellent verbal communication skills with the ability to deliver technical financial information to individuals at various levels;
- Valid Manitoba Class 5 Driver's license, access to a vehicle for work use, and the ability to travel;
- Please refer to section below for additional requirements.

Additional Information

Successful completion of a Child Abuse Registry Check, Criminal Records Check (including vulnerable sector), Prior Contact Check, and a Driver's Abstract Check is required. The successful candidate will be responsible for any services charges incurred for the Criminal Record Check; the Agency will pay for the other three security checks.


Please include three references with your application. Two must be employment-related, one being your current or most recent supervisor. The third can be a personal or character reference. The Agency will not contact your references in advance of an interview.

All applicants must be legally entitled to work in Canada.

We thank all applicants that apply but only those candidates selected for an interview will be contacted.

Child and Family Services of Western Manitoba

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 cfswestern.mb.ca/careers/

Human Resources

hr@cfswestern.mb.ca

or apply through website link

