



SCHOOL DISTRICT NO. 83 (NORTH OKANAGAN-SHUSWAP)

LEADERSHIP OPPORTUNITY – SECRETARY TREASURER, CHIEF FINANCIAL OFFICER

THE SCHOOL DISTRICT

The Board of Education is seeking an accomplished leader for the position of Secretary Treasurer – CFO effective August 1, 2021, or a mutually agreeable date. The Board has flexibility regarding commencement of duties.

The district is situated on the traditional, ancestral, and unceded territories of the Secwepemc people. The southernmost part of the district overlaps with Syilx (Okanagan) territory. The district serves Indigenous learners (18% of the student population) from five distinct Indigenous communities: the Adams Lake Band, the Little Shuswap Lake Band, the Neskonlith Band, the Spltasin First Nation, and the Métis Nation.

The Strategic Plan has a “students first” focus on success, supported by a talented and dedicated staff who share an authentic commitment to the district. The district offers rich programming to just over 6400 students in 24 schools and Distance Learning. With facilities in 10 vibrant communities, the district has an amended budget of \$93,000,000 and employs approximately 1200 staff.

THE POSITION

The Secretary Treasurer is the Chief Financial Officer and member of the senior leadership team, responsible for the financial, legal, facilities and business activities of the District as well as being the corporate secretary to the Board of Education. Departments within the team include: Finance, Facilities and Grounds, Custodial Services, Transportation, Payroll and Benefits.

THE COMMUNITIES

With year-round recreational activities in a spectacular natural setting, we offer a warm small-town atmosphere where relationships are key. While each of our communities are unique, they all offer the same welcoming support for quality education.

APPLICATIONS

For more information regarding search timelines and application package requirements please visit <https://sd83.bc.ca/secretary-treasurer-search/>

Completed applications, a **single PDF package**, are to be captioned as Secretary-Treasurer Search and emailed to stsearch@SD83.bc.ca by **3:30 pm May 20, 2021**.

Questions regarding the position can be directed to Alanna Cameron, Secretary-Treasurer
Email: acameron@sd83.bc.ca

In addition, questions can also be directed to our search adviser, Joan Axford joanaaxford@gmail.com or 250-415-2540

THE CANDIDATE

The Board is seeking a skilled financial leader who will build strong relationships within the district and with communities and local government. The successful candidate will have business and financial acumen with the ability to balance the demands for resources with a strong sense of accountability for the effective utilization of the school district's resources. The ability to appreciate and align financial planning with identified priorities and strategic thinking is required. The successful candidate will possess:

- A professional accounting designation CPA or Degree in Business Administration
- At least five years senior management level experience in finance and business operations
- Knowledge, experience and skills to support the Board's governance functions
- Proven ability to work effectively in a senior leadership team
- Demonstrated effective problem-solving skills
- The ability to build trust in the financial information that results in effective decision making and shared understandings
- Attributes that value and utilize the strengths and talents of employees, recognizing their contributions
- A record of treating people with respect, empathy, fairness and compassion
- Experience in providing open and clear communication appropriate to the audience and utilizes effective consultation strategies to ensure that all input is heard

It is desirable for the successful candidate to have experience in the K-12 educational system