



## Superintendent of Business & Treasurer Manager of Financial Services Brant Haldimand Norfolk Catholic District School Board

The Brant Haldimand Norfolk Catholic District School Board invites applications for the two positions – **Superintendent of Business & Treasurer; Manager of Financial Services**. These are exciting opportunities to join a dedicated, faith-filled, and dynamic staff.

As a Catholic Learning Community, the Brant Haldimand Norfolk Catholic District School Board provides faith formation and academic excellence, which enables graduates to live a life of love and service in Christ. The Brant Haldimand Norfolk Catholic District School Board provides a Christ-centered education to approximately 13,000 students within 28 elementary schools, three secondary schools, a multi-site alternative education school, and three administrative offices with a budget of over \$150 million. We are a growing Board with increasing enrolment and as such there are currently two new schools under construction: St Padre Pio Catholic Secondary School in Brantford and Pope Francis Catholic Elementary School in Caledonia.

The Board currently employs over 1500 permanent staff and approximately 350 casual and occasional staff which includes teachers who are supported by a team of consultants, principals and administrators and non-academic staff who work to ensure the best possible facilities, supports and resources are available to students and the system. The Board encompasses the broad geographical area of the City of Brantford and the counties of Brant, Haldimand and Norfolk. The Board is located approximately one hour west of Toronto, one hour east of London and one hour south of Kitchener-Waterloo.

### Superintendent of Business & Treasurer

Under the direction of the Director of Education and Secretary, the Superintendent of Business and Treasurer will work collaboratively as a member of the senior administration team to promote the distinctively Catholic vision of education grounded by the Board's strategic plan, policies, and programs. The Superintendent strives to improve the quality of education throughout the Board by planning, directing, and managing the facilities, finance, and business functions of the Board.

The ideal candidate brings leadership experience of a financial portfolio, ideally gained in a large public sector organization, and well developed communications skills to present to a board and senior leaders. Candidates must possess (or be eligible to obtain) a Business Supervisory Officer's Certificate (pursuant to Reg. 309 of the Education Act), along with a relevant post-secondary degree and a CPA.

The salary range for the Superintendent is \$145,000 - \$166,000.

### Manager of Financial Services

Reporting to the Superintendent of Business & Treasurer, the Manager of Financial Services is responsible for the integrated approach to capital and budget planning as well as the design, development, implementation and maintenance





of financial services, operational accounting (accounts receivable, accounts payable, payroll), reporting and control systems, operating and capital budget principles and procedures, and financial analysis.

The ideal candidate will possess a university degree and a CPA. A minimum of seven years of progressive financial experience with thorough knowledge of financial reporting, budgeting, managing large budgets and developing and implementing best practices for improved efficiencies is essential. Experience gained in the public sector is preferred.

The salary range for the Manager of Financial Services is \$108,417 - \$122, 124

BHNCDSB has partnered with the leadership advisory firm Odgers Berndtson for these recruitments. Applications are encouraged immediately and ideally by **May 15, 2024** at <https://careers.odgersberndtson.com/en-ca/job/29610/>. For more information. Please contact Nick Ketley at [nick.ketley@odgersberndtson.com](mailto:nick.ketley@odgersberndtson.com). Please provide a letter of interest noting the position of interest and a detailed resume.

### **Equity, Diversity and Inclusion Statement**

The Brant Haldimand Norfolk Catholic District School Board believes in giving each and every applicant an equal opportunity to succeed on their own merit and we strive to hire staff that reflect and support the diverse perspectives, experiences and needs of our students and our communities. We remain committed to upholding our Catholic values of equity and inclusion in our living, learning and work environments. Therefore, in pursuit of our values, we seek members who will work respectfully and constructively with differences and across the district in actualizing the Board's Multi-Year Strategic Plan. We actively encourage applications from individuals from all groups and specifically those groups that may experience systemic barriers. We value and respect the contributions that each person brings to enriching the Board and are committed to ensuring full and equal participation for all in the communities that we serve.

### **Accessibility and Accommodation Statement**

We also recognize our duty to accommodate and to foster a culture of inclusion. Consistent with our Catholic social teachings and virtues, we will make any appropriate accommodation based on any of the protected grounds in the Human Rights Code to support candidate participation in the hiring process. When contacted, candidates will be provided with an overview of the various elements of the hiring process. If you require accommodation for reasons of disability in the application or interview process, please inform Odgers Berndtson at [nick.ketley@odgersberndtson.com](mailto:nick.ketley@odgersberndtson.com)

