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TOWN OF AURORA

EMPLOYMENT OPPORTUNITIES  
Division of Human Resources

## Director, Finance

The Town of Aurora is looking for an experienced finance professional to be its Director of Finance. Aurora is a growing municipality in York Region in the Greater Toronto Area. Its combined operating and capital budget is in the neighbourhood of \$100 million. The Town is known for its high quality of life, excellent services, beautiful natural areas and trails, and good access to both Toronto and cottage country.

You will report to the Chief Administrative Officer and be part of a small, forward-looking Executive Leadership Team. You will be responsible for the overall financial management of the Corporation, including capital and operating budgets, financial reporting, accounting policies and procedures, management of the relationship with the Town's external auditor, compliance with statutory requirements, treasury functions, procurement, financial systems, and financial administration (tax and water bill collection, accounts payable, accounts receivable, payroll and the like).

You must be an excellent communicator, able to explain financial concepts in simple terms to non-financial people. You will be expected to be highly credible and ethical as you make presentations and provide advice to Council, the Chief Administrative Officer and the other members of the Executive Leadership Team, and as you lead your department. You will have a strong focus on quality control, ensuring that reports from your department are well-written, analytically sound, accurate, and easy to understand.

We are looking for someone who sees finance as part of the big picture. You will need attributes beyond those conventionally associated with municipal finance. You should have an eye for both the short term and the long term, and be able to strike an appropriate balance between them. In addition to first class analytical skills, strategic thinking will be second nature to you. You will also understand the value of good systems and processes in improving efficiency and providing timely and accurate information. You will be experienced in change management, and part of your role will be to take the finance department to the next level of performance.

You will be expected to have strong inter-personal skills. You should be a collaborative leader with the ability to inspire and develop a diverse, talented team of professionals. You should also be a positive and collaborative colleague as you work with other department heads.

We are seeking a highly qualified candidate for this position. You will:

- (1) Be a chartered professional accountant qualified to practise in Ontario
- (2) Have a university degree in economics, finance, business or a related discipline. A graduate degree would be an asset
- (3) Have at least five years' experience in a senior management role in the public sector
- (4) Have in-depth knowledge of current municipal finance policy issues
- (5) Be familiar with the legislative and regulatory framework governing municipalities in Ontario, especially with respect to finance
- (6) Have experience in implementing new systems and processes
- (7) Have exposure to a broad range of finance functions
- (8) Have a track record of building organizations and developing staff.

Successful applicants will be required to provide a Police Criminal Record Check that is satisfactory to the Town prior to their start date.

If you are interested in joining our dedicated team of municipal professionals, please forward your resume to: Human Resources, Town of Aurora, 100 John West Way, Box 1000, Aurora, Ontario, L4G 6J1 or email to: [hr@aurora.ca](mailto:hr@aurora.ca) by **March 24, 2019** quoting reference number **19-13**.

The Town of Aurora is an equal opportunity employer that is committed to recognizing and celebrating the diversity of opinion, talent and expertise that make each person unique. We thank all applicants and advise that only those selected for an interview will be contacted.

Applicants requiring accommodation are asked to contact Human Resources. Applicant information is collected in accordance with the Municipal Freedom of Information and Protection of Privacy Act and will be used to determine qualifications for employment with the Town of Aurora. Questions about this collection of personal information should be directed to the Manager of Human Resources at 905-727-3123.