



The Vancouver Board of Education welcomes applicants for the position of:

Secretary-Treasurer / CFO

Situated on the shared traditional territories of the x̱m̱əθḵw̱əy̱əm (Musqueam), Sḵw̱x̱w̱ú7mesh (Squamish) and səliłwətał (Tsleil-Waututh) Nations the Vancouver School Board (VSB) is an exciting, progressive, and dynamic school district providing a rich array of educational opportunities for nearly 50,000 learners from kindergarten to adult. With a yearly budget of more than \$650 million, the School District has 110 educational sites and almost 8,000 employees, represented by 14 bargaining units and exempt staff. Vancouver schools have an excellent reputation as being diverse and inclusive, and for providing outstanding student-centered choice programs.

As Secretary Treasurer, you will be a trusted and valued member of the senior management team. As the Corporate Financial Officer of the Board, you will oversee all aspects of the District's financial matters – including procurement, sustainability, finance and will ensure the District is in compliance with all accounting and administrative procedures specified by legislation and local policies. You will work to align District finances with the goals and objectives of the District's Education Plan.

In addition to this critical financial leadership role, you will also have overall accountability for the facilities, operations, and maintenance departments and you will oversee all legal and general business activities of the District. Finally, as the holder of the corporate record of Board proceedings, you will provide guidance and support for Board operations and governance. In all areas, you will facilitate meaningful engagement of partners while working towards consensus with diverse individuals and groups.

Your background and qualifications are impressive. You hold a recognized business-related degree or certification (CPA or MBA) with extensive experience in financial management, preferably in the public sector – specifically in developing and managing complex budgets. With a portfolio of broad experiences in large, complex and unionized organizations, you have had success in providing visionary leadership, building strong relationships and working within complex political landscapes. You will also have a strong knowledge of governance issues associated with working with Boards in the public sector.

Using your innate ability to see the big picture while understanding details, you will be able to successfully link the District's Education Plan with our corporate necessities to the benefit of all students. This talent will also be behind your ability to identify areas of improvement and bring forward innovative new ideas and approaches.

Exceptional communication and interpersonal skills will support you in your many dealings with stakeholder groups. With a large and professional team reporting to you, strong supervisory and inspirational leadership skills are essential. Your professional achievements reflect a demonstrated commitment to innovation, excellent problem-solving skills and a familiarity with technological infrastructure.

To be considered for this position, please apply via makeafuture.ca and include a cover letter and resume along with your application to this competition. You can access the posting at the following link: <https://tinyurl.com/mzxucdkb>.

The closing date for this competition is **Tuesday, March 28, 2023 at 8 a.m.**

The Vancouver Board of Education welcomes qualified applicants who value equity and diversity as essential to excellence. The district makeup of the VSB strives to support all voices and fosters a community where all members feel a sense of belonging, security, and acceptance. The VSB community is for everyone, and you may wish to share some lived experiences that demonstrate your connections to our diverse student community.

TO APPLY:

1. Create a profile on [Make a Future](#)
2. Click "Apply Now" under **Management** positions
3. Upload all supporting documents. **Your application must include a cover letter, resume and your last 3 direct supervisors/managers as references.**
4. Answer the job posting questions
5. Once your application has been submitted you will receive a confirmation email.

Only shortlisted candidates will be notified for an interview.