



Chilliwack School District:

Chilliwack School District No. 33, located at the eastern end of the Fraser Valley, is one of a few growing school districts in the province. The District is privileged to operate within S'olh Temexw, the traditional territory of the Stó:lō People, enriched by the cultural heritage of the Pilalt, Sema:th, and Ts'elxwéyeqw.

Our district serves approximately 14,500 students and employs around 2,100 dedicated employees. Here, you'll find a diverse, inclusive, and forward-thinking environment committed to creating a safe, caring, and healthy learning and working environment. Embracing our core values of Inclusion, Diversity, Kindness, Equity, and Innovation, we collectively strive to meet the present needs of our students, employees and community, while remaining flexible to anticipate and respond to future priorities. Syós:ys lets'e th'ále, lets'emót – one heart, one mind, working together for a common purpose.

About the Position:

We are seeking applications from collaborative, strategic, and service-oriented finance leaders committed to operational excellence and continuous improvement in public education. The Director of Finance provides leadership and oversight for the District's accounting operations, financial systems, reporting processes, procurement functions, and internal controls. Reporting to the Assistant Secretary Treasurer, the Director supervises a team of managers and staff and works collaboratively with district and school leaders to ensure strong financial stewardship and service delivery across the organization.

Core Responsibilities:

Leadership

- Lead, mentor, and support a team of finance managers and staff, fostering a collaborative, inclusive, and accountable department culture.
- Set departmental goals, monitor performance, and ensure high-quality financial services across the district.

Stewardship & Financial Operations

- Oversee accounting operations, financial controls, procurement processes, and district-wide financial procedures.
- Ensure effective financial systems and support continuous process improvements aligned with best practices.

Financial Systems & ERP

- Provide oversight for the district's ERP and related systems, including upgrades, troubleshooting, and new module implementations.
- Support schools and departments in using financial systems effectively through training, guidance, and problem resolution.

Financial Reporting & Compliance

- Ensure accurate preparation of financial statements, regulatory filings, and audit documentation.
- Maintain compliance with Ministry requirements, Board policy, legislation, and professional standards.

Policy, Advice & Collaboration

- Provide timely financial guidance to district and school leaders, supporting decision-making across the organization.
- Contribute to policy development and maintain financial procedures that support accountability and operational effectiveness.



Salary Range: \$112,612 to \$140,766. Total rewards package includes competitive salary, benefits, pension and professional development opportunities.

Are You the Ideal Candidate?

You are a collaborative and values-driven financial leader with strong technical expertise and proven experience leading teams in complex environments. You demonstrate sound judgment, excellent communication skills, and a commitment to equity, transparency, and continuous improvement. You bring strong relationship-building abilities, thrive in a service-oriented environment, and contribute positively to the district's culture.

Qualifications:

- University degree in a relevant discipline and a CPA designation.
- Seven to ten years of progressive financial responsibility, with at least five years in a supervisory or management capacity.
- Extensive knowledge and experience with financial systems, internal controls, and ERP environments.
- Experience in the public sector, ideally within a school district or comparable government organization, is considered an asset.
- Strong planning, project management, and change-management skills.
- Excellent interpersonal, communication, and relationship-building skills.

How to Apply:

If you're ready support the financial stewardship of a dynamic and growing school district, we encourage you to apply. Submit your application by **March 29, 3:00 PM**. Please ensure your application package includes copies of certificates and qualifications, and three recent and relevant references who can speak to your leadership and financial expertise.

To apply, visit Make a Future at <https://buff.ly/grVrSld>.

For further information, please email careers@sd33.bc.ca.

Chilliwack School District is committed to diversity and inclusion. We encourage applications from candidates who self-identify as Indigenous, LGBTQIA2S+, a member of a visible minority, and/or a person with a disability.