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INTERNATIONAL

Executive Search



Director of Finance



The Organization – Métis Infinity Investments

In 2013, the Métis Nation of Ontario (MNO) Annual General Assemblies (AGA) passed the [Métis Nation of Ontario Prosperity and Self-Sufficiency Law](#), to begin building an economic base for Ontario's Métis. Section 5 of the law states:

"The goal of this Law is to enable the MNO to build a strong, stable and self-sustaining economic base upon which it can pursue, advance and achieve the objectives set out in its Statement of Prime Purpose as well as fulfill its roles and responsibilities to Métis citizens and communities for generations to come."

The Prosperity Law establishes the legal framework for all of the MNO's economic development activities. It describes the MNO Economic Development Structures, which is the corporate structure that manages business activities in which the MNO has an interest.

As a result of this, in 2015, the MNO fulfilled the mandate of the Métis Nation of Ontario Prosperity and Self-Sufficiency Law by finalizing the creation of the Infinity Investments Structures. This resulted in organizing all of the MNO's economic development activities through one organization, so they can be managed by a professional, independent Board of Directors and a Chief Executive Officer.

Following expert tax, legal and corporate advice, the Structures also allow the MNO to benefit from economic development while managing the legal and business risks involved in that activity. The Structures are responsible for managing business activities on behalf of the MNO. All business interests are held through Métis Infinity Investments LP (Infinity LP) and managed by Métis Infinity Investments (GP) Inc. Infinity LP engages in companies, partnerships, and joint ventures.

Infinity Investments has an autonomous corporate structure, professional management, and an independent Board of Directors. Profits from Infinity Investments are held in a Trust and are used by the Métis Nation of Ontario to generate economic prosperity and self-sufficiency for the Métis Nation of Ontario and Ontario's Métis people.

Vision

To be the pre-eminent Métis economic development corporation in Canada.

Mission

Infinity will build economic prosperity within the Métis nation and bridge the gap between industry, government, Métis communities and its citizens.

Infinity will be profitable to ensure adequate reinvestment capital for long term growth.

To learn more about Métis Infinity Investments, please click here: <https://infinityinvestments.ca/>



The Opportunity

The Director of Finance (Director) is authorized, responsible, and accountable for the proper and complete financial administration, management, investment, and reporting of Métis Infinity Investments (MII), its owned and managed companies, and its subsidiaries.

MII is the main corporate economic arm of the Métis Nation of Ontario and is responsible for the holding, management, growth, and oversight of the corporations, shareholdings, and other business interests and entities. The Director's main priority is to ensure that financial policies, procedures, operations, and data systems are in place to properly support MII's operations and ensure compliance with legislation and International Financial Reporting Standards (IFRS). The Director reports directly to MII's Chief Executive Officer (CEO) and the Board of Directors (BOD) on proper financial administration, management, investment, and reporting. The Director has significant latitude and autonomy to make decisions.

Key Responsibilities

- **Participate in the provision of effective strategic business and financial planning and timely reporting**
 - Provide financial advice to the BOD, CEO, the Senior Leadership Team (SLT), MII Managers, and Managers of MII subsidiaries and managed companies
 - Collaborate with the BOD, CEO, and SLT in organizational development, strategic and business planning and lead financial planning
 - Research, prepare, and submit timely annual operating and project budgets
 - Attend meetings and make presentations as required, including for the Board, the Nation, partners, investment and financial institutions, governments, etc.
 - Negotiate favourable terms and rates for agreements and loan facilities with partners, banks, and other financial institutions
 - Work closely with external auditors to ensure compliance with all provincial and federal accounting standards, regulations, and tax codes

Key Responsibilities (continued)

- **Provide comptrollership advice and functions for MII, its subsidiaries, and managed companies to ensure that finances are managed according to legislation, directives, policies, procedures, and IFRS**
 - Develop and regularly review and update financial management policies, procedures, and systems as necessary for Board approval
 - Ensure that cost accounting processes are in place and automated
 - Establish and manage accounting and financial systems and maintain full and accurate accounting records
 - Conduct financial analysis and prepare detailed financial reports and statements
 - Provide financial and accounting advice, direction, and leadership
 - Ensure compliance with financial legislation, policies, and procedures
 - Prepare tender documents and administer contracts
 - Prepare all financial statements and working papers for the year-end to the auditors in a timely manner
 - Respond to auditor's comments concerning finances and operations and oversee required action to address deficiencies
 - Implement and monitor internal controls to ensure compliance with policies and practices
 - Manage investments and reserves
 - Ensure timely reconciliation of account balances
- **Establish and maintain financial management and accounting systems**
 - Implement and maintain appropriate financial accounting software platforms
 - Ensure that processes, hardware, and software are in place to automate functions wherever possible
 - Manage the maintenance and upgrade of financial and payroll information systems
 - Update systems to increase effectiveness and efficiency
- **Establish standardized financial and payroll systems for each of the subsidiary companies**
 - Ensure systems, policies, and procedures are compatible with MII
 - Establish or improve internal controls
 - Work with management team to establish annual budgets
 - Ensure signing authorities and limits of authority are in place in accordance with MII policy

Key Responsibilities (continued)

- **Provide financial and business advice**
 - Provide financial and business advice on proposed contracts and business dealings
 - Review financial aspects of contracts and business ventures
 - Participate in submitting quotes and proposals
 - Assist in developing tenders and contract documents
 - Conduct cost/benefit analyses on proposed contracts and business ventures
 - Provide financial advice on negotiations for contracts
 - Lead a culture of continual business improvement and cost efficiency
- **Manage MII finance and payroll staff**
 - Establish and maintain internal controls to ensure compliance with financial, payroll, and human resources legislation, policies, and procedures
 - Evaluate the performance of, and provide training and development opportunities to finance department staff
 - Provide leadership by delegating tasks, responding to staff inquiries, and providing overall direction to finance and payroll staff

Qualifications

Education and Experience

- Bachelor's degree in the accounting field along with an applicable accounting designation (CPA) and commitment to continuous professional development in the finance/accounting field
- Minimum of 10 years' experience working in the financial field with at least 5 years' experience in a senior leadership and management role
- Experience working in a multi-cultural, diverse environment demonstrating cultural awareness and sensitivity





Knowledge, Skills, and Abilities

- **Managing People:** Includes staffing planning, decision-making, facilitating, and process improvement; takes responsibility for subordinates' activities; makes self available to staff; provides regular performance feedback; develops subordinates' skills and encourages growth; solicits and applies customer feedback (internal and external); fosters quality focus in others; improves processes, products, and services; continually works to improve people management skills
- **Visionary Leadership:** displays passion and optimism; inspires respect and trust; mobilizes others to fulfill the vision; provides vision and inspiration to peers and subordinates
- **Motivation:** sets and achieves challenging goals; demonstrates persistence and overcomes obstacles; measures self against standard of excellence; takes calculated risks to accomplish goals
- **Change Management:** develops workable implementation plans; communicates changes effectively; builds commitment and overcomes resistance; prepares and supports those affected by change; monitors transition and evaluates results
- **Delegation:** delegates work assignments; matches the responsibility to the person/team; gives authority to work independently; sets expectations and monitors delegated activities; provides recognition for results
- **Customer Service:** manages difficult or emotional customer situations; responds promptly to customer needs; solicits customer feedback to improve service; responds to requests for service and assistance; meets commitments and willingly solicits advice from co-workers and peers to ensure the best possible response/outcome

Knowledge, Skills, and Abilities (continued)

- Analytical: synthesizes complex or diverse information; collects and researches data; uses intuition and experience to complement data; designs workflows and procedures
- Judgment: displays willingness to make decisions; exhibits sound and accurate judgment; supports and explains reasoning for decisions; includes appropriate people in the decision-making process; makes timely decisions
- Planning/Organizing: prioritizes and plans work activities; uses time efficiently; plans for additional resources; sets goals and objectives; organizes or schedules other people and their tasks; develops realistic action plans
- Technical Skills: assesses own strengths and weaknesses; pursues training and professional development opportunities; strives to continuously build knowledge and skills; shares expertise with others
- Teamwork: balances team and individual responsibilities; exhibits objectivity and openness to others' views; gives and welcomes feedback; contributes to building a positive team spirit; puts success of team above own interests; able to build morale and group commitments to goals and objectives; supports everyone's efforts to succeed
- Quality Management: looks for ways to improve and promote quality; demonstrates accuracy and thoroughness
- Innovation: displays original thinking and creativity; meets challenges with resourcefulness; generates suggestions for improving work; develops innovative approaches and ideas; presents ideas and information in a manner that gets others' attention
- Adaptability: adapts to changes in the work environment; manages competing demands; changes approach or method to best fit the situation; able to deal with frequent change, delays, or unexpected events
- Strategic Thinking: develops strategies to achieve organizational goals; understands organization's strengths and weaknesses; analyzes market and competition; identifies external threats and opportunities; adapts strategy to changing conditions
- Strong computer skills: Become and remain proficient in all programs necessary in running the MII's financial/payroll operations
- Takes responsibility for their personal safety and their co-workers in accordance with the Occupational Health and Safety Act (OHSA)
- Excellent decision-making skills
- Superior financial management, human resource management, negotiation, and problem-solving skills
- Ability to continuously meet deadlines



TO APPLY:

For more details or to further explore this important strategic leadership opportunity, please contact:

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To apply, please submit a PDF Cover Letter and Resume directly to ottawa@leadersinternational.com outlining your interest, qualifications, and experience.

Preference will be given to candidates who self-identify as Indigenous.

Leaders International specializes in the recruitment of Board of Directors, leadership succession and executive level positions. Our global network, **Penrhyn International**, is a world leader in the executive recruitment industry, with more than 47 offices in over 25 countries on 5 continents.