

# Leaders

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OPPORTUNITY PROFILE CHIEF FINANCIAL OFFICER

LOCATION: SURREY, BC



the right people

## GROUPHEALTH | CHIEF FINANCIAL OFFICER

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## THE ORGANIZATION                      GroupHEALTH Family of Companies

The GroupHEALTH Family of Companies (GHFoC) is a leading Canadian provider of employee benefits, and is a wholly owned subsidiary of Munich Re New Ventures, a division of Munich Re, one of the world's leading providers of reinsurance, primary insurance, and insurance-related risk solutions.

GHFoC is comprised of 11 companies, including four main operating companies (GroupHEALTH Benefit Solutions, GroupSource, Manion Wilkins & Associates) and seven other smaller operating companies all within the group benefits space. The GHFoC generates over \$220M in annual revenues and employs more than 1,000 employees throughout its various locations.

GHFoC serves thousands of clients across various industries, offering innovative and customized benefits plans. Their primary focus is on small to mid-sized businesses, providing comprehensive insurance packages that include health, dental, life, and disability coverage, as well as pension plans, group and individual investments and individual insurance. The GHFoC aims to simplify the complexities of employee benefits through user-friendly platforms and exceptional customer service.

The organization is committed and accountable for embedding diversity, inclusion, and belonging in all areas of work, whether it be with colleagues, clients, plan members, or industry partners. GHFoC believes in the transformative power and value of an organization where all people feel safe and comfortable bringing their whole selves to work, knowing that an inclusive company is an innovative and successful one.

To learn more, please visit GroupHEALTH's [website](#).

## THE OPPORTUNITY      CHIEF FINANCIAL OFFICER

Reporting to the CEO, the CFO is a key member of the Group HEALTH Family of Companies (GHFoC) senior leadership team. The CFO will lead a team of over 60 professionals working across multiple divisions to ensure that this rapidly-scaling organization has best-in-class accounting, reporting, tax, and treasury operations. The CFO will oversee Financial Reporting and Analysis, Accounts Payable, Corporate Billing, Trust Accounting, Treasury, Facilities and Mergers & Acquisition Integration. The CFO will also oversee strict global financial reporting requirements associated with company ownership to Munich Re.



### Direct Reports

- VP, Finance
- Director of Finance (Manion Wilkins & Associates)

Indirect reports consists of 62 professionals across the Family of Companies.

### Outcomes

#### Within 30 days:

- Learn the financial reporting process including the preparation of the consolidated financial statements,
- Obtain an understanding of the main accounting functions and trust functions of all operating companies within the GHFoC including Manion Wilkins,
- Conduct one-on-one meetings with each department leader and each entity leader to gain a basic understanding of each department/entity's function, structure, and responsibilities,
- Establish a rhythm and cadence with the senior leadership team around key performance indicators and financial metrics.



#### Within 60 days:

- Meet with each of the divisional leaders to understand near and long-term operational objectives and financial targets,
- Comprehensive understanding of key business drivers across the GHFoC entities.

#### Within 90 days:

- Review and update current 5-year Finance strategy plan,
- Awareness and oversight of ERP implementation.

### Primary Responsibilities

#### Leadership

- Build a strong, trusting relationship with the CEO and company executives and act as a support in the strategic and operational leadership of the business,
- Ensure the finance function is seen as a “partner with the business”, is proactive, responsive, and insightful in supporting improved business decisions and results,
- Championing forward and strategic thinking amongst the finance team to support an innovative and insight-driven culture,
- Provide leadership and mentorship to finance leaders with a focus on continuous improvement, positive change management, staff development and succession planning,
- Build and lead a skilled finance team and ensure that the function remains fundamentally excellent by attracting and retaining top talent,
- Continually seek opportunities to improve efficiency and effectiveness of processes, procedures and systems that will enhance the quality of work and service provided by all Finance team members,
- Oversee all Finance projects in conjunction with Senior Finance Leaders including:



- ◇ ERP system implementation,
- ◇ Finance Team talent review and development,
- ◇ Business process improvements,
- ◇ Ad hoc projects and analysis, as required.

### Financial Reporting and Compliance

- Lead the development, implementation and achievement of finance strategic goals and objectives, and ensure these are aligned with the overall business strategic plan and initiatives,
- Oversee cross functional/departmental initiatives and projects from planning, through to implementation as required,
- Lead the development and reporting of business and financial scorecards to monitor business performance, support effective decision-making and enhance the culture of accountability throughout the organization,
- Oversee preparation of quarterly and annual financial statements and MD&A under IFRS, ensuring quality, timeliness, and accuracy for review by Senior Management and the Board of Directors,
- Oversee financial statement and compliance audits, ensuring timely and accurate audit completion,
- Oversee virtual carrier block profitability and reporting in conjunction with Chief Actuary,
- Oversee all complex accounting issues,
- Oversee financial and operational budget and forecast. processes for short-term and long-term decision-making,
- Oversee internal financial reporting.



### Cash Management

- Manage all banking and creditor relationships,
- Oversee cash management and capital requirements,
- Manage short-term and long-term cash flow and investments,
- Help scale the business through the careful planning and deployment of capital.

### FP&A

- Oversee all aspects of near-term and long-range financial planning, analysis and modeling,
- Maintain a thorough understanding of margins and how they relate to financial performance,
- Take the lead on the annual Long-Range Plan (5 year plan) – assist with strategy and oversee all financial projections,
- Help develop new plans, analysis and scenarios to support and drive business decisions and growth.

### Mergers and Acquisitions

- Oversee all aspects of M&A including forecasting, business modelling, due diligence, and acquisition financing,
- Oversee post-merger integration related to finance function.

### Other

- Oversee the management of insurance portfolio,
- Facilities management including sublease portfolio.



## THE PERSON

### Education & Experience

- Professional accounting designation (CPA) required,
- Several years of progressive experience as a finance leader, overseeing financial reporting and compliance, cash management, financial planning and analysis, and mergers and acquisitions,
- Experience in both public practice and private industry preferred,
- Insurance or investment industry experience would be considered an asset,
- Experience implementing an ERP system.

### Knowledge, Skills & Attributes for this Role

- Strong technical accounting skills,
- IFRS knowledge, including practical experience,
- Exemplary leadership abilities and people management skills,
- Demonstrated ability to think strategically with a solutions-focus that has as simple and practical approach to execution,
- Superior verbal and written communication skills with the ability to develop and maintain relationships with senior executives and leaders, internal departments, and employees of all levels,
- Analytical with a strong attention to detail,
- Advanced computer skills (especially advanced MS Excel skills & ERP),
- Highly organized with the ability to prioritize tasks to ensure work is completed within set timelines,
- Ability to maintain strict confidentiality.





## Critical Competencies

**Effective Communicator** : Communicates clearly, in a positive and respectful manner. Interacts with others to build relationships through tact and diplomacy. Can navigate through difficult situations and conversations using tact and diplomacy.

**Client Centric** : Prioritizes and takes action based on the needs of both internal and external clients. Exhibits excitement, a positive, can-do attitude and takes ownership. Strives to consistently meet, or exceed client expectations.

**Embrace Change** : Thrives in a constantly changing environment by adjusting thinking and behavior to be resilient. Uses experience to fuel growth. Unafraid to challenge the status quo.

**Team Player** : Works with others to achieve individual, team, department, and organizational goals. Values diverse perspectives and works well with others to achieve the best possible outcome. Committed to team's success and focused on a common set of objectives

**Organized** : Invests time in upfront planning to achieve goals and objectives. Plans, organizes, and schedules work in an efficient, productive manner. Focuses on key priorities and stays on track to meet deadlines.

**Innovator** : Thinks beyond the confines of tradition. Seeks opportunities for new and better ways of doing things. Encourages experimentation and accepts failure as a driver of innovation.

**Continuous Learner** : Continuously seeks opportunities to learn and grow in current role. Takes ownership for career development by embracing new learning through experiential, social, and formal learning opportunities.



## COMPENSATION

A competitive compensation package will be provided including an attractive base salary hiring range between \$225,000-\$282,000, plus a very generous variable compensation plan, and excellent benefits. Further details will be discussed in a personal interview.

## FOR INFORMATION PLEASE CONTACT:

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