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OPPORTUNITY PROFILE

ASSOCIATE VICE-PRESIDENT, FINANCE



the right people

UNIVERSITY OF THE FRASER VALLEY | AVP, FINANCE

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THE ORGANIZATION

UNIVERSITY OF THE FRASER VALLEY

Situated on Stó:lo Téméxw, the traditional lands of the Stó:lo, the University of the Fraser Valley (UFV) is a dynamic and innovative university committed to its mission of engaging learners, transforming lives, and building community.

As a student-centred institution that is also a committed partner in the Fraser Valley's social, cultural, economic and environmentally sustainable development, UFV's reach extends beyond the boundaries of its four Fraser Valley campuses, providing students with experiential learning possibilities locally and beyond. With an international education department that offers multiple study abroad and exchange opportunities, UFV also offers courses in Chandigarh through partnership with Fraser Valley India. As a result of the abundant opportunities for practical experience, community-engaged research, problem-solving, and creative work, students are educated as local and global citizens with career-ready skills.

UFV offers more than 100 programs, including three master's degrees, 17 bachelor's degrees with majors, minors, and extended minors in more than 35 subject areas, four graduate certificates, and more than a dozen trades and technology programs, as well as access and upgrading pathways to higher education. UFV provides unparalleled and accessible student undergraduate research assistantship positions, as well as opportunities related to student leadership and engagement. UFV is known for its emphasis on undergraduate learning and teaching; its small class sizes provide a supportive and enriching atmosphere for interactive learning.

As one of BC's top employers for nine years in a row, UFV is in an ideal location in the beautiful and vibrant Fraser Valley, one of the most diverse and fastest-growing communities in British Columbia, and close to the cosmopolitan city of Vancouver. With a deep commitment to its core values of integrity, inclusivity, community, and excellence, UFV launched an [Integrated Strategic Plan](#) in 2021 and [Strategic Enrollment Management Plan](#) in 2022 that focused on the three goals of developing inclusive learning environments for everyone; providing opportunities for people to discover, develop and share their gifts; and partnering in pursuits that enrich the lives of all people on its campuses, its local communities, and beyond.

To learn more, please visit the University of the Fraser Valley's [website](#).

THE OPPORTUNITY ASSOCIATE VICE-PRESIDENT, FINANCE

Reporting to the Vice-President, Administration / CFO (“VPA/CFO”), the AVP, Finance (“AVPF”) provides leadership and management of financial operations and reporting at UFV, modernizing and streamlining the university’s budgeting, reporting, procurement, internal controls, financial policies and financial systems. The AVPF provides strategic and tactical insight into the development of UFV’s annual and long-term operating and capital budgets and has management accountability for the financial operations and sustainability of the institution. They ensure the VPA/CFO has timely, meaningful and accurate financial information for executive leadership and governing bodies and contributes to a culture of service excellence across the portfolio.

The role emphasizes operational effectiveness, continuous improvement, and proactive risk management. The AVPF leads with a strong commitment to Indigenization and equity, diversity, and inclusion (EDI), actively fostering a workplace that welcomes diverse perspectives and supports the success of all employees.

This is an outstanding opportunity for a progressive financial leader to make a meaningful contribution across a thriving institution. The AVPF ensures financial strategies, systems, and services effectively support an organization that continues to evolve and grow by aligning financial stewardship with UFV’s strategic priorities. They foster transparency, accountability, and innovation. In partnership with academic and administrative leaders, the role strengthens financial governance and builds institutional capacity to support change, growth, and a culture of informed decision-making.



Key Responsibilities

- Supports the VPA/CFO and the university in developing and implementing financial strategies aligned with the university’s Integrated Strategic Plan and institutional goals.
- Supports the development of the Division’s leadership team—including Financial Services, Budgets and Resource Planning, Supply Chain, and Ancillary—to foster a unified, high-performing group that drives departmental excellence and positions the division as a trusted, service-oriented partner across UFV.
- Establishes tactical and operational plans for the Division, and assists in the development and implementation of its strategic plan.



- Supports effective employee and labour relations by administering collective agreements, representing management during the grievance process, and consulting with HR on matters of interpretation. Provides input to management bargaining teams during collective negotiations, as required.
- Advises on financial risks, opportunities, and optimal resource use, and plays an active role in the enterprise risk management framework including integrating financial analysis into risk discussions.
- Interacts with Deans, Directors and AVPs, providing financial consultation, direction and guidance.
- Contributes to long-term financial modeling, capital planning, and scenario analysis.
- Oversees, implements and evaluates financial reporting systems, budgeting, operations, policies, procedures, communications and contracts within the Division and, where appropriate, within UFV.
- Updates the VPA/CFO on the management of financial and operational activities.
- Supports university initiatives requiring financial evaluation, such as innovation and entrepreneurship opportunities.
- Leads the development of annual operating and capital budgets in collaboration with academic and administrative units.
- Oversees multi-year budget forecasts and institutional financial modeling.
- Monitors cash balances and requirements; arranges the placement of University investments.
- Ensures effective budgetary controls, monitoring, reporting, and variance analysis.
- Maintains compliance with financial legislation, accounting standards, procurement policies, and government requirements.
- Strengthens internal controls and oversees regular policy reviews and updates.
- Provides leadership on audits and related compliance activities.
- Oversees the institution's comprehensive property insurance, coverage needs, risk assessments, managing annual renewals, and ensuring appropriate policies are maintained.



- Develops strategies, plans, standards, and processes for a diverse portfolio of financial planning, business intelligence, and decision support services, ensuring cross functional alignment with broader goals and objectives of the Finance department and the University.
- Working closely with the Capital Projects team evaluates insurance requirements for new construction and major renovations, ensuring appropriate builder's risk, wrap-up liability, and other project-specific coverages are in place.
- Promotes continuous improvement, standardization, and effective use of systems and technology.
- Builds strong relationships with university leaders, faculty, staff, government, and external partners.
- Interacts with personnel from other universities, the Ministry of Post-Secondary Education and Future Skills and other external partners.
- Acts as a resource person to the President, CFO/VP Admin, Vice Presidents and the University; makes financial presentations and attends governance meetings as required.
- Represents the Finance Division on committees and working groups as assigned.

THE PERSON

The AVPF plays a critical role at UFV, providing strategic leadership in financial planning and stewardship, while supporting long-term priorities and financial sustainability. They will be a strategic and forward-thinking leader, trusted advisor, and change agent, able to articulate a clear financial vision and partner effectively across the organization to deliver results. The AVPF will be recognized for their sound judgment, integrity, and ability to lead high-performing teams while navigating complexity in a public-sector environment.

The AVP, Finance will bring a strong track record of financial leadership, governance, and risk management, ensuring that financial strategies, policies, and controls support institutional objectives and accountability requirements. They will demonstrate the ability to translate complex financial information into clear, actionable insights for executive leadership and governing bodies, while fostering a culture of transparency, collaboration, and continuous improvement.



The successful candidate will integrate best practices across all core finance functions, including budgeting and forecasting, financial reporting, treasury and cash management, capital planning, internal controls, audit, and compliance. With a collaborative and service-oriented approach, the AVP, Finance will strengthen financial systems, processes, and decision-making frameworks to ensure UFV's financial resilience and ability to invest confidently in its academic mission.



Professional and Personal Qualifications

- Professional Accounting Designation – CPA; relevant degree and/or certificates in financial management.
- Eight (8) years of progressively responsible experience in a senior financial position in a complex unionized organization, preferably in the public sector and ideally in the post-secondary sector.
- Excellent knowledge of financial concepts, best practices, and principles related to financial and investment management, including controls, compliance, policies, and standards.
- Experience in leading budget processes and working with budgets in the public sector is preferred.
- Experience with reporting to boards and committees in accordance with policy and governance.
- Experience in financial and capital planning and management of comparable complexity and magnitude.
- Involvement in enterprise risk management frameworks and/or business continuity plans.
- Experience in dealing with competing agendas and diverse opinions, and has drawn upon their intuition, conceptual skills and leadership skills to find the best solutions.
- Ability to analyze problems and opportunities, establish facts and draw valid conclusions quickly, appropriately, and under pressure.
- Demonstrated capacity to lead and implement change. Proven track record of innovative and strategic decision making.
- Demonstrated ability to lead teams that embrace a focus on operational excellence.
- Demonstrated experience fostering and maintaining positive relationships and partnerships both internally and externally, including business, government, and other institutions and organizations.
- Ability to handle sensitive matters with tact and discretion, build trust, and maintain confidentiality.
- Proven ability to work with stakeholders to effect change across functions at an organization-wide level.
- Educated understanding of organizational culture in a post-secondary environment.
- Proven ability to co-create innovative approaches consistent with organizational values and goals, working collaboratively and collegially to achieve results.



- Proven ability to implement a service delivery model that aligns with organizational strategy and supports functional areas in the implementation of business plans in alignment with the institution's strategic direction and culture.
- Strong understanding of fiscal realities in a post-secondary environment.
- Demonstrated commitment to truth and reconciliation with Indigenous peoples.
- Demonstrated commitment to the promotion of Equity, Diversity and Inclusion initiatives.
- Demonstrated ability to provide direction and support for human resources, fostering positive working relationships and a collegial culture.

UFV Leadership Proficiencies

- **Create and implement plans** - ability to shape, align and execute the strategic priorities to meet student and community needs.
- **Lead change** – Remain flexible, adjusting to changing circumstances and lead positive change by balancing innovation and calculated risk taking.
- **Cultivate collaborative relationships** – Build effective working relationships internally and externally and collaborate to achieve mutually beneficial goals.
- **Inspire and develop talent** – Invest in developing yourself, staff and faculty, effective teams, and our culture of excellence.
- **Make effective decisions** – Ability to make sound and timely decisions that benefit UFV in both straightforward and ambiguous circumstances.
- **Infuse Indigenization, Equity, Diversity, and Inclusion** – Lead by example, valuing differing perspectives and backgrounds and promote equity, inclusion and respect in a diverse environment.



UFV welcomes those who have demonstrated a commitment to upholding the values of justice, equity, diversity, and inclusion, and will assist the institution to expand its capacity for diversity. UFV encourages applications from equity seeking groups; these include women, persons with diverse gender expressions, persons of all sexual orientations, racialized persons, persons with disabilities, and First Nations, Métis, and Inuit persons. However, all qualified people are encouraged to apply.

COMPENSATION

A competitive compensation package will be provided including an attractive base salary and excellent benefits. The salary range is \$134,660 to \$206,478 with a control point of \$179,546.

FOR INFORMATION PLEASE CONTACT:

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