

# Canadian Race Relations Foundation

## Director of Finance

The Canadian Race Relations Foundation (CRRF) is a federal Crown corporation established in 1996 as part of Canada's commitment to justice, equality, and eliminating racial discrimination. With a clear vision for a future free from systemic racism and hate, CRRF unites individuals, communities, and organizations through collaborative initiatives, awareness campaigns, and mobilization efforts. By providing resources, sharing knowledge, and driving policy change, the CRRF is actively creating a more inclusive Canada, addressing pressing social issues, and ensuring that all voices are heard and valued.

Reporting to the Chief Administrative Officer (CAO), the **Director of Finance** plays a pivotal role in managing and overseeing the organization's financial operations and provides expert leadership and guidance in streamlining procurement and contracting processes, enhancing the organization's overall financial efficiency and effectiveness. Specifically, the Director of Finance is responsible for preparing detailed financial reports, including quarterly budget variance analyses, unaudited statements, and annual management discussion and analysis documents, in accordance with applicable standards. They ensure compliance with regulatory obligations, such as tax filings, parliamentary reporting, and official disclosures, while maintaining professional relationships with Canadian Heritage and federal peers. The role also encompasses oversight of payroll management, ledger maintenance, and cash management. Additionally, the Director of Finance is tasked with managing investments in collaboration with advisors, ensuring adherence to policies, reconciling reports, and coordinating investment committee activities to optimize fund performance. Through these responsibilities, the Director of Finance ensures robust governance, operational integrity, and alignment with Treasury Board guidelines.

As the ideal candidate, you bring a strong foundation in financial management, supported by a CPA designation and at least a decade of experience in crown corporations or the non-profit sector. Your expertise in public sector accounting standards and navigating audits with government bodies ensures financial operations remain transparent and compliant. With a proven ability to administer contracts, issue RFPs, and liaise with diverse stakeholders, you excel at managing complex financial and operational functions. You are adept at adapting to changing organizational needs, maintaining focus under pressure, and delivering results on tight deadlines. Your leadership style fosters trust and collaboration, making you a reliable partner for Boards, committees, and team members alike. Experienced in unionized environments, you are skilled at resolving challenges with logic and objectivity while maintaining cost-conscious decision-making. Proficient with technology, particularly Sage 50, you communicate effectively across all levels of an organization. Your dedication to diversity, inclusivity, and fostering a supportive workplace culture aligns with the values of the organization, making you an exceptional candidate for this role.

Salary: \$110,000 - \$130,000 per annum. CRRF offers a comprehensive benefits package, which includes up to 8% performance bonus, 4% of annual income towards RRSP plan, and life, disability, medical and dental care insurance.

## To Apply

To fill this position, Canadian Race Relations Foundation has partnered with leadership advisory firm Odgers Berndtson and the search is being led by Dominik Legault. Applications are encouraged immediately and should be submitted online at <https://careers.odgersberndtson.com/en-ca/30192>. For more information, please contact Dominik Legault at [dominik.legault@odgersberndtson.com](mailto:dominik.legault@odgersberndtson.com). We would like to thank all applicants but regret that we are only able to personally contact those individuals whose backgrounds best match the requirements for the role.

## Equity, Diversity, and Inclusion

Canadian Race Relations Foundation is an equal opportunity employer. In accordance with the Accessible Canada Act, 2019 and all applicable provincial accessibility standards, upon request, accommodation will be provided by both Odgers Berndtson and Canadian Race Relations Foundation throughout the recruitment, selection and/or assessment process to applicants with disabilities.

Odgers Berndtson is deeply committed to equity, diversity, and inclusion in all the work that we do. As part of our efforts to better understand our ability to reach as broad a pool of candidates as possible for our searches, our EDI team would like to encourage you to take a moment and access our [Self-Declaration Form](#).

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