

Financial Analyst

Connective is a dynamic non-profit organization that provides innovative programming in the social services sector. We strive to create safe, healthy, and inclusive communities for all.

ROLE PURPOSE

The Financial Analyst is responsible for establishing and maintaining reporting and cost accounting as well as variance and budget analysis. Support provided for program finance, operating and capital planning processes keeps this job diverse and busy with meaningful work. Some accounting support is also part of the portfolio.

HOURS

Monday to Friday during regular working hours
40 hours per week (Full-Time)

This position requires the ability to work flexible hours during the daytime, evenings, and weekends based on operational needs and program requirements.

LOCATION

Remote Position
Office is Vancouver, BC Based

KEY ACCOUNTABILITIES

- Analyzes cost allocations of programs and other items to provide ad-hoc analysis and periodic reporting in a meaningful way
- Assists in the formulation of internal controls and policies to comply with legislations and establish best practices
- Oversees asset management and TCA functions
- Utilizes accounting IT systems to facilitate processes and maintain records
- Facilitates IT system planning and testing
- Implements the best data management practices
- Manages financial planning
- Assists in compiling the annual operating and capital budget
- Supports audit and reviews engagement work
- Ensures quality assurance of accounting process components: reconciliations, journal entries, financial reporting

EXPERIENCE AND SKILLS

- University degree in Business Administration or Data/Computer Science
- CPA designation
- Minimum of five years relevant experience (ERP, IT, Financial Planning)
- Strong communication and interpersonal skills
- High proficiency with the Microsoft Office suite, specifically Excel

OUR VALUES

- Inclusive ·
- Accountable ·
- Person-Centered ·
- Collaborative ·
- Determined ·

- Ability to organize and manage time efficiently
- Familiarity with accounting standards, internal controls, and financial reporting for not-for-profit organizations is an asset
- High level of accuracy and attention to detail

REQUIREMENTS

- Ability to successfully clear a Vulnerable Sector criminal background check
- CPA designation or in the process of completing CPA designation

WORKING CONDITIONS

- Function independently, while remaining a crucial member of the support team
- Fully remote position
- Adhere to Connective's policies and procedures
- Be available to work flexible hours as needed - May include some evenings/weekends, as determined by the regional office needs and schedules

COMPENSATION

Annual salary will be negotiated based on experience and qualifications. This role will also be eligible for the Society's comprehensive Benefits Package.

WHAT WE OFFER?

- Committed Living Wage Employer
- Competitive benefits package, including health, wellness, and pension plan
- Career and personal development, with the ability to grow in a diverse range of programs

DIVERSITY, EQUITY AND INCLUSION

At Connective, we value and accommodate unique differences to ensure that our staff have the opportunity and are supported to thrive. To build a strong and representative workforce, we encourage applications from all qualified applicants, including but not limited to members of communities that are disadvantaged on any grounds, including Indigenous Peoples, people of colour, people of all genders and sexualities, and people with disabilities.

HOW TO APPLY

Please submit your application with a cover letter and resume with the subject line "Financial Analyst" to careers@connective.ca.

