

Job Title: Chief Financial Officer - Virtual, part-time (up to 15 hours a week)

Location: Remote work from home, within Canada
Travel for meetings across Canada as required
IAC headquartered is in Waterloo, ON

Position overview:

Innovation Asset Collective ("IAC") is seeking a part-time virtual Chief Financial Officer (CFO) to oversee financial, risk and governance aspects of the organization, while also providing guidance and support to the CEO and Senior Leadership Team.

Responsibilities:

Financial and Risk Management

- Mentor and develop a team of professionals who manage day-to-day financial activities
- Oversee and guide the team in the development and implementation of financial strategies, budgets, and forecasts to support organizational goals and objectives
- Provide guidance and advice to the SLT on financial matters
- Accountable for financial reporting, including monthly financial statements, budget vs. actual analysis, and cash flow projections.
- Monitor financial performance, identify variances and trends, and implement corrective actions as needed
- Ensure financial policies and procedures are in compliance with regulatory requirements, accounting standards, and our contribution agreement
- Develop and implement risk management policies and procedures.
- Monitor and assess risk management activities to ensure compliance with applicable laws and regulations. Identify, analyze, and evaluate potential risks to the organization.

Board Governance Responsibility

- Serve as a key liaison between senior leadership and the board of directors, providing regular updates on financial, governance and compliance matters.
- Support the board in fulfilling its governance responsibilities
- Provide guidance and expertise to the board on financial oversight, risk management, and compliance with legal and regulatory requirements.

Stakeholder Engagement

- Build and maintain relationships with key stakeholders, including board members
- Communicate effectively with stakeholders to convey the organization's impact, and financial performance

Qualifications:

- Post secondary degree in business administration, finance, accounting, or a related field; CPA required
- Proven leadership experience in financial management, preferably in a not-for-profit or mission-driven organization
- Strong understanding of nonprofit accounting principles is preferred, financial reporting requirements, and regulatory compliance is required
- Demonstrated ability to develop and implement strategic plans and budgets to support organizational goals
- Excellent analytical and problem-solving skills, with the ability to interpret financial data, identify trends, and make data-driven decisions
- Exceptional communication and interpersonal skills, with the ability to engage and inspire stakeholders at all levels
- Commitment to the mission and values of the organization, with a passion for making a positive impact in the community.

The CFO plays a critical role in advancing the mission and impact of IAC. If you are a strategic thinker with strong operational and financial acumen, combined with demonstrated organizational leadership, we encourage you to apply.

If interested in being considered, please apply at hr@ipcollective.ca