

The RM of Pipestone is located in the southwest corner of Manitoba, resting along the Saskatchewan border and encompassing the communities of Reston, Pipestone, Cromer and Sinclair. Since incorporating almost 136 years ago, the municipality has grown into a prosperous rural area. The discovery of oil and rooted agriculture vitality has led to growth and development of the local economy. Best known for its vibrant oil sector, rural landscapes, sense of history, farming community, and prominent local businesses, Pipestone continues to thrive with momentum and energy! With a population of approximately 1,400, the municipality offers diverse rural living, proximity to thriving urban centres and a safe, friendly, welcoming and easy-going charm and excellent quality of life.

### THE OPPORTUNITY:

Reporting to the Chief Administrative Officer, the Chief Financial Officer (CFO) provides leadership, direction and support for the oversight and delivery of financial management for the RM of Pipestone including the implementation of financial plans, budgets and long-term financial strategies. This experienced financial leader will function as a key member of the leadership team and play a crucial role in leading and advising on strategic objectives which align with enterprise goals and effective sustainability of the municipality. The CFO will manage the municipality's assets and develop a Corporate Asset Management Plan to ensure an integrated, collaborative and informed decision-making process for future advancement. The successful incumbent will be a positive operational and financial leader who will inspire change and achieve improvements with a passionate, collaborative, and engaged team.

### KEY RESPONSIBILITIES:

- Responsible for the planning, implementation and execution of all financial management, budgeting, forecasting, controls, reporting, systems and purchasing functions of the municipality.
- Lead a dedicated team in full-cycle accounting service, preparation of monthly financial statements and year end audit working papers.
- Accountable for the direction, support, development and performance management of all finance staff in collaboration with the CAO.
- Manage long-term financial planning activities, identifying financial risks and opportunities and capital investment in collaboration with the CAO, Council and other departments.
- Effectively manage municipal funds through investment of fixed assets including the registration, insurance and record maintenance of each asset, from acquisition to disposal through the development of a comprehensive Corporate Asset Management Plan.
- Support effective functioning in economic development, operations, community development, recreation and municipal planning.
- Supervise administration of the utility accounts, make recommendations and provide rate reviews to the Public Utilities Board.
- Oversee external auditors and participate in the preparation of Council materials and presentations.
- Contribute to an environment focused on problem-solving, accountability, change, mentorship, and service effectiveness.
- Assure legal and regulatory documents are filed and monitor compliance with bylaws and regulations.

### SELECTION CRITERIA:

- Post-secondary degree or diploma, or equivalent combination of education and experience.
- Chartered Professional Accountant (CPA) in good standing or in progress.
- Completion of Manitoba Municipal Administrators Association certificate program, or willingness to pursue certification.
- 5 years experience in municipal administration, or relevant transferable skills gained working in a public, government or highly regulated organization, including ability to integrate asset management data into financial models and decision making.
- Experienced financial leader with progressive management experience gained in the non-profit sector.
- Successful track record of budget management and oversight of financial operations.
- Demonstrated knowledge in business and capital planning, risk management, and drive for change.
- Innovative leader with strategic, critical thinking, analytical skills, and ability to ensure tactical strategies and operational improvements.
- Excellent relationship-building and communication skills with demonstrated ability to collaborate effectively with colleagues, community stakeholders, external partners, and Council.
- Politically astute, visionary leader and solid decision maker with strong business acumen and a high level of integrity.
- Demonstrated knowledge and experience in applying technological tools, systems, and services.

***To apply to this opportunity, please send a resume and cover letter, quoting project #26102 to [jen@harrisleadership.com](mailto:jen@harrisleadership.com)***