



WHITE LAKE LIMITED PARTNERSHIP

White Lake Resources Corporation, General Partner

Career Opportunity – Chief Financial Officer (CFO)

We are growing and changes are happening in our organization, the White Lake Limited Partnership (WHITE LAKE LP) is looking for a highly motivated and competent individual to fill the newly created full-time position of Chief Financial Officer.

The WHITE LAKE LP is owned by the Netmizaaggamig Nishnaabeg, and managed by its general partner, White Lake Resources Corp., and has been mandated to develop, implement and manage business opportunities for the benefit of the Netmizaaggamig Nishnaabeg and its members. The organization is governed by a board of directors who are appointed by the First Nation Council and are comprised entirely of Netmizaaggamig Nishnaabeg First Nation members.

The WHITE LAKE LP delivers numerous business lines including contract labour for area mines, waste management contracting, heavy equipment rentals and operations/trucking, and civil and general contracting.

Job Purpose

Reporting to the Chief Executive Officer (CEO), the Chief Financial Officer (CFO) is a member of the senior management team, with responsibility for oversight, leadership and management of the financial affairs of WHITE LAKE LP. The CFO is responsible and accountable for financial planning, management, control, accounting and reporting, including budgeting.

Duties and Responsibilities

- Direct and manage financial activities including accounts payable, accounts receivable, general accounting, payroll, special projects accounting, financial planning, cash management and reporting;
- Direct, review and report on all month-end activities, including monthly reporting to the CEO and Board of Directors;
- Manages, directs mentors and builds the capacity of the financial team;



- Treasury management services including the planning, organizing, and controlling of enterprise funds in relation to accounts payable, receivable, collections, and disbursements;
- General ledger management including preparation of journal entries, reconcile financial statements and accounts and ensuring data accuracy;
- Lead annual budget process and ongoing budget tracking;
- Lead the annual audit process;
- Ensuring that operating plan objectives, financial, performance and quality targets are met;
- Monitor applicable legislation, regulations, policies, procedures, and operations, and ensure compliance;
- Provide expert financial advice on all matters concerning Corporation borrowing, investments, contracts, agreements, etc.;
- Provide related services and support to Corporations owned enterprises as required;
- Create and sustain a culture of continuous improvement, promoting operational efficiencies;
- Updates job knowledge by participating in educational opportunities; reading professional publications; maintaining personal networks; participating in professional organizations;
- Regular (i.e. minimum monthly) travel to the WHITE LAKE LP office at Mobert, Ontario is required;
- Provide financial signing authority for White Lake LP;
- Build the capacity of departmental directors and managers to lead and manage their respective program and project budgets; and
- Perform other related duties as directed.

Qualifications

- Degree or diploma in business or accounting or equivalent combination of education and related experience;
- Minimum 5 years of progressive financial management experience at a senior management level;
- Demonstrated experience in working with First Nation communities or their organizations;
- Experience with Adagio Accounting ERP desired;
- Supervision experience of team members;
- Demonstrated working knowledge of fund accounting principals;
- Ability to collect, track and analyze large amounts of data;
- Strong knowledge of accounting software packages, Microsoft Office Suite (Word, Excel, PowerPoint);
- Valid Driver's License, Access to a reliable vehicle and Drivers Abstract; and
- Clear Police Record Check (CPIC).

Competencies

Presentation Skills

- Ability to communicate in a clear, concise, and concrete way in front of an audience;
- Interact with groups, transmit the message with clarity, and engage with the audience; and
- Create effective presentations, contracts, sales proposals creating an environment where participants want to engage with your topic and presentation.

Adaptable

- Ability to manage multiple projects and relationships simultaneously;
- Excellent time management skills;
- Superior organization skills with a keen eye for detail, trustworthy; and
- Must be able to work well under pressure.

Communication

- Clearly conveys and receives information and ideas to individuals or groups in a manner that engages the listener, helps them understand and retain the message;
- Keeps others informed as appropriate;
- Demonstrates good written, oral, and listening skills; and
- Ability to handle situations in a calm and professional manner.

Decision Making/Problem Solving

- Breaks down problems into components and recognizes interrelationships; makes sound, well-informed, and objective decisions;
- Compares data, information, and input from a variety of sources to draw conclusions; takes action that is consistent with available facts, constraints, and probable consequences;
- Excellent attention to detail and problem-solving skills; and
- Ability to work independently and make sound decision under pressure.

Negotiation

- Effectively exploring alternatives and positions to reach agreements and solutions that gain the support and acceptance of all parties; and
- Positive and professional attitude, with strong customer service skills.

Working Conditions

- Work will be in an office environment; and
- Remote work is acceptable, however monthly travel to the White Lake Limited Partnership office located in Netmizaaggamig Nishnaabeg First Nation is required.

Physical Requirements

- Requires ability to work at an office desk in a normal environment.

How to Apply

Interested persons should submit a resume along with a cover letter explaining how your qualifications meet or exceed the needs of the position; please also provide three employment-related references. Members of Netmizaaggamig Nishnaabeg are strongly encouraged to apply.

Please submit to:

Crystal Finlayson

Chief Executive Officer
White Lake Resources Corp.,
General Partner for the White Lake Limited Partnership
P.O. Box 657
Moberg ON P0M 2J0

Or by email at: coo@whitelakelp.ca

Clearly mark: Competition – CFO in the subject line

Deadline for applications: Open until position is filled