



TREASURER

ELK ISLAND PUBLIC SCHOOLS

The Division

A rapidly growing school division, Elk Island Public Schools serves approximately 16,700 students in 42 schools in Sherwood Park, the City of Fort Saskatchewan, the Town of Vegreville, Strathcona and Lamont counties, and the western portion of the County of Minburn. Elk Island Public Schools provide a wide variety of programs, services, and resources to support student learning.

The division employs a staff of 1175 and has an annual operating budget of approximately \$191 million.

The Position

Reporting directly to the Superintendent, the Treasurer will be highly skilled with a proven track record of successful financial management experience and a commitment to public education. The Treasurer will work closely with the board and senior administration in filling the statutory duties as set out in the School Act (Education Act). The Treasurer will be responsible for the overall financial administration of the division in accordance with the terms and conditions of any and all funds received by the board. The Treasurer will provide fiscal management to ensure policies; processes and procedures exist to support board priorities in an accountable manner. The Treasurer is responsible to ensure a service oriented approach to financial planning and budgetary management of the division's resources, oversee audit committee and statutory reporting requirements and liaise with Alberta Education and Infrastructure as necessary.

The Treasurer will coordinate and monitor all business services in support of the educational goals of the board for the division and will provide the board with information required for sound financial planning.

A competitive compensation and benefits package is provided.

The Candidate

The successful candidate will be an energetic and progressive leader with a strong commitment to public education and the division's mission, vision and principles.

The candidate will possess a university degree or a professional designation in accounting or business management and exemplary experience in financial planning and management skills. An MBA would be an asset.

Desired qualifications include demonstrated success in strategic planning, team-building and providing leadership in a multi-faceted organization, extensive knowledge and experience with computer and financial administrative systems, and a working knowledge of PSAB public accounting practices. The candidate will have demonstrated exemplary interpersonal, communication and conflict resolution skills and have the ability to liaise with Alberta Education and Infrastructure departments.

More Information

The division: www.eips.ca

Applications

Interested applicants should email by noon, July 24, 2015 a cover letter, curriculum vitae and a list of three references (including a current supervisor), in a single PDF file to:

Mr. Jim Gibbons
Alberta School Boards Association
E: jgibbons@asba.ab.ca P: 403.507.9522

Our Vision: To inspire a passion for lifelong learning.