

Chief Financial Officer - Vancouver

About the position

The Chief Financial Officer (CFO) provides strategic financial leadership and serves as the lead role in all Finance-related functions at the Alzheimer Society of BC and Yukon (the "Society") and at the Society's parallel foundation, the Alzheimer's and Dementia Foundation of BC and Yukon (the "Foundation"). Reporting to the CEO, the CFO plays a pivotal role in shaping the organization's strategic financial direction, supporting growth through long-term financial planning, enterprise-level risk management, scenario modeling, and the development of strategies to ensure fiscal sustainability. The CFO oversees a budget of \$20m+, works as part of a highly integrated Executive Leadership Team, and guides a small team in delivering effective financial management to support the Society's mission and enable its continued expansion and success.

Title: CFO

Salary range (level 15): \$140,000 - \$170,000

Contract: Permanent

Hours: Full time - 35 hours per week

Location: Vancouver Provincial Office - Hybrid

Key Responsibilities

Strategic Financial Leadership

- Leads long-term financial planning, forecasting, and multi-year scenario analysis to support organizational growth and sustainability, integrating revenue forecasts prepared by Resource Development into enterprise-wide financial modelling.
- Leads change management initiatives to support the modernization of finance systems and processes, including digital transformation initiatives, automation, and implementation of scalable financial technologies, ensuring successful and sustained adoption and integration of new technologies across the team and organization.
- Leads the development and implementation of enhanced internal financial controls frameworks appropriate for an organization of the Society's scale.
- Oversees organization-wide financial risk management, including maintaining a financial risk register, implementing mitigation strategies, and advising the CEO and Board on major financial risks.
- Leads the development and implementation of the organization's investment strategies, in alignment with the Society's risk management approach and investment policies, as well as the investment strategy employed at the Foundation.

Financial Planning and Reporting

- Provides oversight in monitoring, reporting and developing the annual budget, utilization of funds and all financial functions for the Society including payroll, receivables, payables, monthly financial statements and cash flow, in compliance with relevant accounting standards (e.g., ASNPO) and legislative requirements.
- Reviews and evaluates the financial and administrative operations, through internal audits and outcome-based metrics, to improve financial controls and to ensure operational effectiveness.
- Oversees and leads the preparation for the annual external audit and assists the auditors as required.

Business Partnership and Cross-Functional Collaboration

- Supports the CEO, Finance and Audit Committee, and Board of Directors.

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- In partnership with CDO, establishes frameworks for grant budgeting, restricted-fund tracking; supports funder financial reporting to ensure accuracy, compliance, and transparency, including overseeing the implementation of cost-allocation frameworks.
- Partners closely with People and Culture to lead compensation planning, position budgeting, workforce cost modeling, and payroll compliance.
- In partnership with People and Culture, oversees compensation and payroll functions, benefits administration.
- Works with Operations to support procurement oversight, contract review, and cost-efficiency analysis across departments.

Leadership and Organizational Development

- Fosters departmental resilience by evaluating the department structure to ensure effectiveness, including identifying future roles, capacity needs, succession planning, professional development requirements, and process improvements.
- Provides oversight and guidance to a team of three direct reports, including annual workplans, professional development plans, and succession planning.
- Develops and fosters strategic relationships, including with external financial interest holders, to build partnerships that further the mission of the Society.
- Other duties as required to meet the needs of the role in relation to organizational goals.

About you

You have a minimum of 8 years of experience in a related capacity, ideally in a charitable environment, and hold a relevant degree and professional accounting designation, or an equivalent combination of education, practical experience, and lived experience that equips you with the knowledge and skills needed for this role. You bring a proven track record of leading finance in organizations of comparable scale (\$15m+), including hands-on experience with financial system implementations, driving automation initiatives, developing dashboards and reporting solutions, and building high-performing teams. Your advanced capability with cloud-based ERP or accounting systems, such as Financial Edge, as well as strong data governance best practices, enables you to modernize finance functions and support organizational growth.

You are an insightful financial leader with experience guiding organizations through complex financial planning, risk management, the successful modernization of finance functions, and experience with investment management. Adept at driving change, you are skilled in establishing robust internal controls, and leading digital transformation initiatives and developing forward-thinking investment and sustainability strategies. You have a proven track record of fostering strong cross-functional partnerships with executive leadership and board members to ensure compliance, transparency, and operational excellence. Your collaborative approach is matched by your ability to build resilient teams, support organizational growth, and help advance the mission of the Society.

Key Qualifications

- **Strategic Judgement:** Leads with a systems-thinking mindset, consistently integrating strategic goals into leadership decisions. Anticipates internal and external trends and drives organization-wide strategies.
- **Ethical and values-driven decision-making:** Champions a collaborative, inclusive culture, and models ethical leadership; masters communicating vision and empowers others to excel while inspiring alignment across the organization.

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- **Collaboration:** Builds trust and cohesion across the Executive Leadership Team, enabling unified and effective leadership. Proactively fosters collaboration to advance mission-aligned strategies, champions decisive decision-making, and mobilizes resources.
- **People-Centred Leadership:** Demonstrates deep trust in directors' leadership and decision-making. Creates space for autonomy while offering strategic guidance. Actively supports director-level ownership of outcomes.
- **Financial Stewardship & Accountability:** Models rigorous financial oversight and stewardship; ensures transparency, compliance, and accuracy in all organizational finances.
- **Risk & Change Leadership:** Leads financial risk management and drives adaptive change in line with evolving organizational needs and sector standards.
- **Data-Driven Decision Making:** Uses financial insight and analytics to inform organizational strategy and measure impact.
- **Travel:** Flexibility with regards to scheduling is expected. Able to travel occasionally. Some evening and weekend work is required. Regular attendance at Board and Finance & Audit Committee meetings. Participation in critical budget, audit, and year-end cycles, including occasional extended hours. Represents the organization in financial matters with banks, auditors, regulators, and funders.

About us

As a member of the team, you will have access to a wide range of employee benefits, including:

- Flexible work options, including flex days and hybrid arrangements.
- 4 weeks' vacation to start, 12 sick days, 2 personal days as part of a 35-hour work week.
- 13 paid holidays, with an option for cultural day swaps.
- Full health benefits, including a Health Care Spending Account, group RRSP and Employee Assistance Program for you and your dependents.

To Apply

Please send your application to bruce.diemert@lhhknightsbridge.com Attn: Bruce Diemert.

It is estimated that there are more than 85,000 people living with dementia in BC and the Yukon – and this number is growing. For every person living with dementia, there are many more people affected, including family, friends, co-workers and other members of their communities. Our vision is of a world where people affected by dementia thrive, as hope, community and research unlock new possibilities. When you work for the Alzheimer Society of BC and Yukon, you help us realize that vision by connecting more people across the province and the territory to the supports they need at any point on their dementia journey. You help us change the conversation, the experience and the future for people affected by dementia. You help us show them that they're not alone. Equity and diversity and inclusion are essential to societal change and healthy workplaces. An open and diverse community fosters the inclusion of voices that have historically been underrepresented or discouraged. We encourage applications from members of groups that have been marginalized on any grounds enumerated under the B.C. Human Rights Code, including sex, sexual orientation, gender identity or expression, racialization, disability, political belief, religion, marital or family status, age, and/or status as a First Nation, Metis, Inuit, or Indigenous person.