

Long Lake #58 First Nation

209 Otter Street
P.O. Box 609
Longlac, Ontario
P0T 2A0



Tel: (807) 876-2292
Fax: (807) 876-2757

Job Title: Senior Accountant

Job Overview: Long Lake #58 First Nation (LL58FN) is nestled along the beautiful north shore of Long Lake along Highway 11 and approximately 300 kilometers northeast of Thunder Bay, ON. As a member of the Anishinabek Nation and the Matawa First Nation Management Group, LL58FN has a vibrant and diverse membership of which the majority reside in the community or in Thunder Bay, ON. LL58FN is offering an exciting opportunity for a Senior Accountant Working closely with and reporting to the Finance Manager.

The ideal candidate will possess a recognized accounting designation (CPA, CA, or equivalent) and have extensive experience in financial management, reporting, and compliance within First Nation governance structures. This individual will provide expertise in financial management, budgeting, auditing, and financial reporting to ensure the efficient and transparent use of funds in alignment with community objectives and regulations.

Key Responsibilities:

1. Financial Reporting & Analysis:

- Prepare, analyze, and present monthly, quarterly, and annual financial statements in accordance with established accounting standards and government regulations.
- Provide detailed financial analysis to senior leadership to support decision-making.
- Ensure that financial records and transactions comply with First Nation funding agreements and policies.

2. Budgeting & Forecasting:

- Lead the development and preparation of annual budgets, including detailed financial projections.
- Monitor and track budget performance throughout the year, identifying variances and recommending corrective actions.

3. Grant Management & Compliance:

- Oversee the management of grants, contributions, and funding agreements, ensuring compliance with reporting and auditing requirements.

- Collaborate with funding agencies to ensure timely submissions and compliance with all conditions.
- 4. Audit & Internal Controls:**
 - Coordinate and manage internal and external audits, ensuring all financial records are prepared for review and all audit requirements are met.
 - Implement and monitor internal controls to safeguard community assets and ensure financial integrity.
- 5. Financial Systems Management:**
 - Manage and oversee financial accounting systems to ensure accurate and timely recording of all transactions.
 - Identify opportunities for process improvements to increase efficiency and accuracy in financial operations.
- 6. Stakeholder Engagement:**
 - Act as a financial liaison between community leadership, department heads, and external stakeholders, ensuring clear communication and understanding of financial matters.
 - Provide financial guidance and support to community leadership in strategic planning, policy development, and project implementation.
- 7. Training & Capacity Building:**
 - Provide training and mentorship to junior accounting staff and assist with the development of financial literacy and capacity within the community.
 - Stay informed about evolving accounting standards, regulations, and best practices, particularly those impacting First Nation communities.

Qualifications:

- **Education & Experience:**
 - A recognized accounting designation (CPA, CA, or equivalent).
 - Minimum of 5 years of progressive experience in accounting and financial management, with a focus on First Nation communities.
 - In-depth knowledge of First Nation governance, financial structures, and reporting requirements.
 - Experience with financial software systems commonly used by First Nations, such as Sage 300, Sage Intact, is an asset.
- **Skills & Abilities:**
 - Strong understanding of Canadian accounting principles (GAAP), government funding, and First Nation financial regulations.
 - Proven ability to manage complex financial data and prepare detailed financial reports.
 - Excellent communication skills, both written and verbal, with the ability to present complex financial information clearly to non-financial stakeholders.

- Strong organizational and time-management skills, with the ability to handle multiple priorities and deadlines.
- Demonstrated commitment to working collaboratively with Indigenous communities and understanding the unique challenges and opportunities they face.

Working Conditions:

- Full-time position with some travel as required.
- Competitive salary based on experience and qualifications, with a comprehensive benefits package.
- Opportunity to contribute to the growth and financial sustainability of Long Lake #58 First Nation.

Other Requirements:

- Professional appearance
- Must review and follow all Long Lake #58 First Nation Policies and Procedures, and be able to provide directions to staff on policy interpretation
- Ability to successfully and periodically undergo appropriate criminal records review and police record check is required

All interested applicants are encouraged to submit a cover letter and resume outlining how you meet these qualifications to the Human Resources Department. Careers@longlake58fn.ca

Closing date: The position will be posted internally for one week - Friday, January 16, 2025 until January 23, 2024, 4pm, then it will be posted externally for Candidates who meet the above criteria will be contacted for an interview. Proof of certifications will be required prior to employment