



THIS COULD BE YOUR NEXT DESK

WE ARE HIRING!

JOIN OUR TEAM AS CHIEF FINANCIAL
OFFICER IN RIDING MOUNTAIN WEST!

Are you ready to escape the hustle and bustle of the big city and embrace a quieter, more fulfilling lifestyle? Whether you're already part of our close-knit community and looking to stay, or dreaming of making the move, the Rural Municipality (RM) of Riding Mountain West is seeking a talented Chief Financial Officer (CFO) to join our dynamic team.

ABOUT US

- At Riding Mountain West, our mission is to provide efficient and effective municipal services that enhance the quality of life for all residents. Our key services include:
- Governance: Led by our Reeve and councillors, we make crucial decisions for the well-being of our community.
- Public Works: Maintenance and development of infrastructure like roads, bridges, and public facilities.
- Community Services: Support for local events, recreational activities, and community initiatives.
- Emergency Services: Provision of fire protection, emergency response, and disaster management.

WHY CHOOSE RIDING MOUNTAIN WEST?

- Are you tired of high taxes, difficult communities, small lots, and no privacy? Consider the CFO role in Riding Mountain West, a vibrant community in southwestern Manitoba. Enjoy stunning lakes and rivers, excellent skiing at Assessippi Ski Hill, and a diverse variety of wildlife and native plants. With a population of [insert population], Riding Mountain West offers a quiet lifestyle with affordable taxes and convenient access to nearby amenities in Russell and Roblin.
- Join us and be part of a community that values a high quality of life, natural beauty, and a supportive environment.

Send your CV and portfolio to:

✉ cao@rmwest.ca

For more information, visit our web at

🌐 www.rmwest.ca



POSITION: CHIEF FINANCIAL OFFICER (CFO)

Summary: Reporting to the Chief Administrative Officer, the CFO is responsible for managing all financially related activities within the RM. This includes supervising finance staff, overseeing annual financial statements, handling various financial activities, managing the tax roll, and ensuring compliance with relevant regulations.

Duties and Responsibilities:

- Supervise Finance Coordinator and Public Works Executive Assistant in financial duties.
- Arrange for Audit Tender and liaise with Auditors.
- Ensure all accounting transactions are completed for year-end audit.
- Prepare and present monthly financial reports to Council.
- Manage grant applications and follow-up reporting.
- Oversee LUD Financials, SAVED Financials, and annual lease holder invoices.
- Develop and manage the budget, calculate mill rates, and advise on capital budgets.
- Carry out various studies and manage municipal funds' investments.
- Liaise with Fire Departments, LUD Committee, and Broadband Committee on financial matters.
- Attend council meetings, manage general insurance policy, and arrange staff training.
- Respond to public inquiries and prepare draft bylaws and policies related to financial matters.

PERKS AND BENEFITS:

- Comprehensive benefit package
- 50/50 matching pension plan (MEPP)
- Flexible working hours for the right candidate
- 8:00 AM - 4:30 PM, Monday to Friday

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