

OPPORTUNITY: DIRECTOR OF FINANCE

With offices in both Saskatoon and Regina, McKercher LLP is one of Saskatchewan's oldest and largest law firms. Our client-first philosophy has made McKercher LLP one of Saskatchewan's top ranked law firms and as a result of a pending retirement, we are now recruiting for a Director of Finance.

Reporting to the Chief Operating Officer, the Director of Finance will be based in either Regina or Saskatoon will have full responsibility and accountability for all finance and accounting functions. This is a key position that will help shape the future of the Firm.

The Director of Finance is responsible for building integral and strong relationships with all members of the Firm. A trusted advisor, the incumbent will understand and proactively support the strategic goals of the Firm as they relate to overall financial management, profitability and compliance.

PRIMARY RESPONSIBILITIES:

- Management and oversight of all accounting staff performing trust and general accounting, payment, billing, and collection functions.
- Establish and maintain financial internal control policies and procedures.
- Complete month end and year end closing procedures.
- Coordinate and manage annual reviews with external audit firms.
- Process compensation payments, administer benefits, tax, regulatory and compliance requirements of the Firm.
- Ensure all third-party remittances, audits, reviews, reporting, and compliance are completed accurately and on time; including but not limited to Law Society, tax authorities, financial institutions, and insurance providers.
- Develop, monitor and review budgets and forecasts.
- Provide executive management with advice on the financial implications of business activities.
- Participate in the development and evaluation of short and long-term strategic financial goals.
- Develop key financial, operational, and special project reports and analysis to drive profitability, quality improvements, and efficiencies.
- Provide input and leadership into selection of financial systems, implementation, training, and operations.
- Identify opportunities to streamline processes, create efficiencies, reduce cycle times, improve quality and reduce/control costs, and implement approved change programs.

QUALIFICATIONS:

- Accounting or Finance undergraduate degree coupled with a CPA designation is preferred.
- Demonstrated expert level of proficiency using Excel. Familiarity with law firm accounting software would be considered an asset.
- 10+ years progressive experience as a Controller or Director of Finance, preferably in a law or professional services firm.
- Proven leader with demonstrated success managing accounting staff.
- Exceptional interpersonal skills and the willingness to work and communicate effectively with all levels of the Firm.
- Possesses a high level of integrity, leads by example, and an exceptional ability to follow through on commitments.
- Excellent work ethic, organizational skills, a can-do attitude, hands-on approach, ability to work well under pressure managing multiple initiatives, strong attention to detail, and deadline oriented.

ACCESSIBILITY AND ACCOMMODATION:

It is important to our Firm that all its members, including those with disabilities, find our workplace to be welcoming and supportive. Reasonable accommodations are available on request for candidates with disabilities taking part in all aspects of the selection process.

BACKGROUND AND REFERENCE CHECKS:

Any offer of employment may be conditional upon full background checks including a criminal record check, a credit check and employment and educational verifications. A reference check will also be conducted.

YOUR APPLICATION:

Qualified candidates are asked to submit their application by e-mail to careers@mckercher.ca. Please indicate the position you are applying for in your cover letter. We appreciate hearing from all qualified candidates, however, only those applicants whose background and experience match our requirements will be contacted. This position will remain open until filled.