

# ACT - AIDS Committee of Toronto



## Director of Finance

Founded in 1983 by a group of community volunteers, today ACT is a leader in efforts to end AIDS in Toronto. Through HIV and sexual health education, prevention and outreach, ACT is working towards a city with zero new HIV infections, zero HIV related stigma and discrimination, and zero AIDS-related deaths. ACT provides support services that empower men, women and youth living with and/or affected by HIV to achieve self-determination, informed decision-making, independence, and overall well-being. ACT does this through programs such as counselling, information provision, social support activities and programs that help people with HIV return to work.

ACT's five-year strategic plan, *Together Towards Zero*, outlines a vision for the agency's future. Key strategic directions include providing programs and services across the HIV prevention, engagement and care continuum; positioning ACT as a leader on issues relating to gay men's health; strengthening Toronto's collective response to HIV; and investing in organizational excellence.

Reporting directly to the Executive Director, the Director of Finance will be responsible for providing strategic leadership and vision for the financial functions of the agency. Leading a small team, the Director will be responsible for all financial accounting, reporting and analysis, and review of funding requirements. The incumbent will lead all financial planning activities including funding proposal budgets, annual program and departmental budgets and longer-term budget forecasts. The Director will ensure the integrity of all agency-wide financial information, accounting systems, and financial reporting.

The Director will bring experience in the areas of: financial planning, financial management, and accounting/financial reporting systems and procedures ideally in a not-for-profit environment. The Director will have strong leadership skills, and strong communication and negotiation skills along with effective presentation skills. Knowledge of financial systems (i.e. Great Plains Dynamics/True Sky), payroll, and administrative information systems is necessary. Knowledge of government and other funding agency structures and procedures is a strong asset. Ideally, the successful candidate will have an appreciation of, commitment to, and passion for the vision, mission and core commitments of ACT (AIDS Committee of Toronto).

ACT is committed to and adheres to the principles of the Ontario Human Rights Code, the Accessibility for Ontarians with Disabilities Act (AODA), Employment Standards, the Pay Equity Act, the Occupational Health and Safety Act and all other applicable legislation. We are committed to integration and to removing barriers to accessibility in the workplace. We strongly encourage applicants to apply who are living with HIV and who self-identify on the basis of any of the protected grounds under the Human Rights Code including but not limited to age, gender identity, race, ethnicity, ability/disability, or sexual orientation. ACT recognizes that equitable access to employment is an agent in social change.



To explore this opportunity further, please contact Sarah Adams in our Toronto Office at [sarah.adams@odgersberndtson.com](mailto:sarah.adams@odgersberndtson.com); or submit your resume online at [www.odgersberndtson.com/en/careers/15988](http://www.odgersberndtson.com/en/careers/15988)