

## Director of Financial Services/Treasurer (Competition # 2025-95)

### About Oxford County

Located in the heart of southwestern Ontario at the crossroads of Highways 401 and 403, Oxford County has a population of approximately 130,000 people across [eight area municipalities](#) that are “growing stronger together.”

[Oxford County Council](#) is made up of the mayors of each of the area municipalities plus an additional two councillors elected to the City of Woodstock as city/county councillors.

Situated in one of Ontario's richest areas for farmland, agriculture is a key industry that is driving innovation in sustainable industries and diversifying the local economy. Oxford County offers a thriving local arts, culture and culinary community, as well as conservation parks, natural areas and more than 100 kilometres of scenic trails. The Oxford County Administration Building is situated in Woodstock, Ontario. Oxford County's Strategic Plan is at [oxfordcounty.ca/strategicplan](http://oxfordcounty.ca/strategicplan).

### Join our senior leadership team as our Director of Financial Services/Treasurer

The ideal candidate will be a progressive, strategic, and collaborative leader, with a demonstrated record of achieving results and leading people.

As a member of the County's senior leadership team, you will also be responsible for strategic organizational leadership, continuous improvement and broadly supporting all County programs and services.

See attached Job Profile for more specific details about the role.

### What we offer

- Flexible Work Arrangements, including hybrid work
- Comprehensive health and dental benefits plan effective immediately
- OMERS defined benefit pension plan effective immediately
- Competitive Vacation and Sick Leave policies
- Professional development and tuition reimbursement opportunities

### 2025 Salary Range

\$163,199.40 to \$204,003.80 annually

### How to apply

Resumes will be accepted electronically via e-mail at: [hr@oxfordcounty.ca](mailto:hr@oxfordcounty.ca) until November 21<sup>st</sup>, 2025. Please include the competition # (2025-95) and position title in the subject line of your email.

## DIRECTOR OF FINANCIAL SERVICES / TREASURER

### POSITION SUMMARY

Provides strategic oversight and guidance in ensuring the effective and efficient delivery of programs and services provided by the Financial Services department. As Treasurer for the County and member of the County's Senior Leadership Team, the director is responsible for organizational leadership and broadly supporting all County programs and services while leading their adaptation, as appropriate, to meet community sustainability and service excellence aspirations. This role is responsible for ensuring the integrity and accuracy of all financial processes and systems, maintaining compliance with legislative and regulatory requirements, and supporting the organization's broader goals through effective financial planning and analysis.

### KEY ACCOUNTABILITIES

- Provides overall leadership and direction to the Financial Services department comprising of:
  - Corporate accounting operations, financial reporting, internal controls and general accounting functions, including accounts receivable and payable
  - Treasury and cash management related to cash flow, investment and debt registries
  - Payroll administration
  - Capital Planning and Asset Management
  - Purchasing and Procurement
- Designated as Treasurer as set out by the Municipal Act and the County's By-Laws and policies.
- Overall coordination of annual business plan and budget development for the department and its programs, along with regular monitoring of department performance, outcomes and financial performance.
- Provides advisory oversight of departmental budgets, special projects, capital initiatives, and external funding allocations, ensuring financial integrity and compliance with funding terms.
- Fosters and delivers a service delivery model that promotes cross departmental and corporate cooperation to align with, support and promote the successful delivery of corporate programs and initiatives.
- Actively participates as a member of the Senior Leadership Team, supporting the organization's programs and services by promoting the County's Strategic Plan, Asset Management Plan, best practices, internal policies, and applicable legislation, to meet service excellence standards and uphold Oxford's vision, mission and values.
- Accountable for the overall integrity of departmental policies and procedures, Council reports, external reports, contracts and any other related correspondence. Attends all County Council meetings and participates at Area Municipal Council meetings as necessary.
- Acts as the County media spokesperson as necessary

## QUALIFICATIONS FOR SUCCESS

## COMPETENCIES FOR SUCCESS

## WORKING CONDITIONS

- Develop and foster strategic relationships with Area Municipalities, Provincial Ministries, internal stakeholders, community stakeholders, financial services/institutions, rating agencies, service providers and the public as necessary and appropriate, including complaint/dispute resolution.
- Direct and second-removed supervisory responsibilities including hiring, performance management, coaching, employee relations, mentoring and professional development of non-union staff.
- Performs the responsibilities of this position within the legislative and regulatory standards set out in the applicable Federal, Provincial and/or Municipal statutes.
- Responsible for financial management of the corporation in accordance with legislative and contractual requirements and provides advice to Council, Committees and management
- Understanding of role specific health and safety responsibilities, and ensured compliance with internal and external safety policies, procedures, and legislation, including the Occupational Health and Safety Act.
- Receives and resolves escalated service related complaints, concerns and questions in a timely and responsive manner. Refers and notifies appropriate individuals when necessary.
- Performs other duties as assigned.
- Post-secondary education in Business, Accounting, Finance or related discipline. Professional accounting designation Chartered Professional Accountant (CPA) is required.
- Demonstrated and progressive senior level experience leading a broad range of financial services within a complex and multi-service organization. Experience leading in a municipal or broader public sector organization preferred.
- Knowledge of relevant legislation, statutes and regulations related to municipal and program specific operations.
- Ability to demonstrate the required competencies for this position in alignment with Oxford County's competency framework.
- Demonstrated knowledge of budget planning, financial forecasting, reporting, and analysis in a multi-stakeholder environment.
- Strong understanding of internal controls, audit processes, and public sector financial practices.
- Demonstrated ability to collaborate with internal and external partners to deliver programs, services and outcomes.
- Demonstrated ability to develop and articulate a vision and inspire its achievement.
- Demonstrated ability to foster teamwork, lead and empower teams and guide effective project management outcomes.
- Ability to demonstrate the required core and leadership competencies for this position in alignment with Oxford County's competency framework.
- Core competencies include teamwork, communication, innovation, service excellence, accountability and integrity, and inclusivity.
- Leadership competencies include strategic thinking, leading people, achieving results, project/process management, and fostering change.
- Works in an office environment.
- Occasional driving to other locations within and beyond County boundaries to attend meetings and conferences.