



Job Posting – April 2026

Controller

Position Title	Controller
Reports To	Chief Financial Officer
Position Status	Full-time, permanent
Location	Remote or in-person at one of Oceans North's offices (Halifax, Ottawa or Winnipeg).

The Ideal Candidate

[Oceans North](#) is seeking a **dynamic, people-centered Controller** who excels at introducing structure through collaboration, empowers others, and thrives in a fast paced, mission driven environment.

As the ideal candidate, you...

- Enjoy tackling operational improvements, like accelerating month end close or enhancing reporting.
- Are interested in improving processes, bringing teams together to work more efficiently, and helping a growing organization strengthen its financial systems.
- Adapt easily to change and are skilled at engaging others to co-design better workflows.
- Lead with empathy and clarity and are committed to helping others develop their skills.
- Know how to balance flexibility with accountability in a way that builds trust and strengthens outcomes.

Organizational Overview

[Oceans North](#) is an environmental charity that supports marine conservation and ocean-climate action in partnership with Indigenous and coastal communities across Canada, Western Greenland, and the High Seas. We are dedicated to preserving the health of the Arctic and northern oceans and promoting sustainable, community-led stewardship.

Position Summary

The Controller, reporting directly to the Chief Financial Officer, plays a pivotal role in overseeing the Finance department's daily operations and ensuring the integrity of the organization's financial systems.

We're seeking a proactive finance leader who loves working with people, understands the realities of a flexible environment, and is passionate about helping teams adopt efficient and consistent financial processes in a supportive manner.

Duties and Responsibilities

Finance Leadership & Management

- Lead and oversee daily operations of the Finance department.
- Supervise, coach, and support members of the finance team to ensure strong performance and professional growth.
- Assess end-to-end financial processes and identify opportunities to modernize, streamline, and improve systems and workflows for greater efficiency and accuracy.
- Oversee all aspects of full-cycle accounting, including accounts payable, accounts receivable, payroll accounting, and the general ledger.
- Manage month-end, quarter-end, and year-end close processes, ensuring accurate reconciliations, deferred revenue recognition, investment tracking, and fixed asset reporting.
- Lead cash flow forecasting and tax submissions and manage the organization's low risk investments to ensure prudent and proactive financial stewardship.
- Monitor financial performance, analyze trends, and provide insights to support strategic decision-making.
- Prepare accurate and timely financial statements, management reports, forecasts, and budgets.
- Support the annual budgeting and financial planning cycle, working closely with leaders across the organization.

Payroll Oversight

- Oversee payroll processing to ensure accuracy and regulatory compliance
- Maintain up-to-date payroll records and ensure compliance employment standards, regulations, and regulatory requirements.
- Collaborate with HR on changes to employment updates that may impact payroll.

Audit, Controls & Compliance

- Develop, implement, and maintain financial policies, procedures, and internal controls that support strong governance and operational integrity.

- Lead and coordinate the annual external audit, including preparation of schedules, reconciliations, and supporting documentation.
- Maintain audit readiness throughout the year and ensure compliance with all internal and external reporting requirements.
- Ensure adherence to Canadian accounting standards, regulatory obligations, and internal policy frameworks.
- Safeguard organizational assets by maintaining robust financial controls and oversight mechanisms.
- Conduct periodic internal reviews of financial processes and controls to identify risks and improvement opportunities.
- Implement audit recommendations and lead continuous improvement initiatives to strengthen financial practices.

Stakeholder & Organizational Support

- Present financial results, budgets, and recommendations to senior leadership.
- Partner with departments to support financial planning, operational effectiveness, and informed decision-making.
- Support governance requirements, including preparation of financial materials for key stakeholder groups.
- Build and maintain strong relationships with banks, auditors, and external partners.

Knowledge, Skills & Competencies

Education & Credentials

- CPA designation required (or international equivalent).
- Bachelor's degree in accounting, finance, business, or related discipline.

Technical Knowledge & Experience

- Minimum 5–7 years of progressive experience in accounting or financial management, ideally within the nonprofit sector or a similarly complex, multi-fund environment.
- Strong understanding of Canadian accounting standards for not-for-profit organizations (ASNPO).
- Demonstrated experience managing full cycle accounting, financial reporting, and month end close processes.
- Proven ability to manage cash flow, tax submissions, and low risk investments (e.g., GICs).
- Experience leading external audits and maintaining strong internal controls.
- Proficiency with accounting systems (e.g., FE NXT, Sage, QuickBooks Online, or similar) and advanced Excel skills; comfort learning new technologies and tools.

Competencies

- Ability to work collaboratively with staff across the organization, provide guidance on financial practices, and contribute to a supportive and solutions-focused team.
- Strong attention to detail with the ability to manage multiple priorities, analyze financial information, and support clear and accurate reporting.
- Mission driven, values aligned and committed to supporting conservation work through strong financial stewardship.

We value our employees and offer a competitive salary along with a full suite of benefits. The pay range for this position is \$94,769 - \$139,396, with placement on the scale commensurate with skills and experience.

If this opportunity matches your skills and career goals, we would love to hear from you. **Please submit your cover letter and resume in a PDF to lgiffin@oceansnorth.ca by **April 24, 2026**.**

Oceans North is committed to creating an inclusive and accessible work environment. If you require accommodations during the application or interview process, please contact Lisa Giffin, at lgiffin@oceansnorth.ca for assistance.