



Opportunity Profile

Director, Financial Reporting

Peace Hills Trust

Located at our downtown Edmonton Office – Full Time

Closing June 30, 2025

Company

Peace Hills Trust is Canada's largest and oldest First Nations owned federally regulated financial institution and is also Canada's only independent Trust Company. Employing over 100 people, Peace Hills Trust provides personal and business financial services through a network of 8 Regional Offices and electronic services.

Peace Hills Trust is wholly owned by the Samson Cree Nation of Maskwacis, Alberta. Its Corporate Office is located in Edmonton, Alberta.

TRUST SERVICES

Our Trust department believes in a world where everyone has the opportunity to grow and thrive. We work exclusive with First Nation Trusts to provide customized reporting, exceptional client service and is founded on the principles of honesty, integrity, and transparency.

THE OPPORTUNITY

We are looking for an individual who likes to create inspiring financial stories and encourage, motivate, and transform your team and the organization. In this high-profile role, you won't just report the numbers — you'll drive the digital transformation of the finance function, support leadership decisions, and help shape the financial future of our organization. If you're energized by challenges, fueled by purpose, and ready to lead a best-in-class reporting function, this is your moment.

ACCOUNTABILITIES

- Lead full-cycle accounting operations and ensure integrity of financial data.
- Oversee the preparations of monthly, quarterly, and year-end financial statements.
- Oversee treasury.
- Oversee audit packages.
- Oversee tax filings.
- Prepare, lead, reconcile all person cash distributions to clients and First Nations.
- Conduct ad hoc financial analysis and variance reporting.
- Ensure accurate, timely reporting and alignment with industry standards.
- Support year-end audit preparations and liaise with external auditors.
- Lead finance process improvements, digital transformation initiatives, and internal controls.

TEAM LEADERSHIP

- Supervise and mentor a team of finance professionals (Senior Accountants, AP/AR).
- Oversee recruitment, onboarding, and development of finance staff.
- Foster a culture of accountability, inclusivity, and strong internal service delivery.
- Provide coaching, performance feedback, and strategic resource planning.

ADMINISTRATION & COLLABORATION

- Monitor performance against budgets and optimize financial resources.
- Maintain accurate financial records and reporting aligned with organizational policies.
- Collaborate cross-functionally with internal teams and external clients and auditors.

QUALIFICATIONS:

- Bachelor's degree in Business, Accounting, or Finance.
- **CPA designation is a must.**
- Minimum 5 years in senior accounting roles and 3+ years in leadership/supervisory positions.
- Strong experience with, Microsoft Office Suite, and external audits.
- Understanding of taxable income and trust accounting.
- Exceptional financial management, reporting, and analytical skills.
- Demonstrated leadership, coaching, and team development capabilities.

If you are a highly motivated individual looking for a challenge, we invite you to forward a detailed resume and brief letter outlining income expectations and how the position applied for fits into your career goals to:

Peace Hills Trust Company
Corporate Office
Phone: 780.421.1606
Email: georgina.villeneuve@peacehills.com

We appreciate the interest of all applicants however only those selected for consideration will be contacted.