



Director of Finance

About DEWC

The Downtown Eastside Women's Centre (DEWC) exists to support and empower women and children, living in extreme poverty in the Downtown Eastside of Vancouver, who are particularly vulnerable to violence, exploitation, injustice and injury. Through low barrier Drop-In Centers and Emergency Shelters, DEWC provides basic need services, programs, and specialized supports to over 1000 women and children daily to help them survive the conditions that surround them. See website (www.dewc.ca) for details on our mission and mandate as well as programs and services.

The Opportunity

The Director of Finance works closely with the Executive Director managing the organization's financial affairs while ensuring the accuracy and integrity of DEWC accounting and financial processes. The Director of Finance oversees all day-to-day matters relating to DEWC finances, as well as at a strategic level to ensure DEWC meets all accreditation, compliance, ethical, and professional requirements. She will be an active member of the leadership team, reporting directly to the Executive Director and working closely with the Board of Directors and Finance Committee. She will oversee, manage, and support the Manager, Finance.

About You

- ✓ Must have at least 3 years accounting experience with CPA designation, preferably in a leadership role. At least 2 years accounting experience in a non-profit organization.
- ✓ You will promote and articulate the mission, mandate, philosophy, and values of the DEWC. You are knowledgeable of the issues impacting women in the DTES, including gender-based violence, mental health, homelessness, and addictions.
- ✓ Must have experience handling government contracts, as well as fluent in CRA guidelines specific to charitable organizations and particularly grants, donations, and fundraising requirements.
- ✓ You have strong technical skills, including accounting systems

Benefits of Joining the DEWC Team

Healthcare: Extended health & dental coverage including vision, prescription medications, alternative therapies, EAP, life insurance and long-term disability.

Paid time off: 3 weeks paid vacation in the 1st year, 4 weeks after 1 year; 12 paid statutory holidays; 12 paid sick days annually. Access to time off to handle family or personal situations

For your Retirement: Enrolled in the Municipal Pension Plan with a matching contribution from DEWC.

Other perks: Compressed work schedule, employee loan program; Regular staff development days; DEWC employees are considered first for any open positions.

POSITION DETAILS:

- Permanent, full-time, 9 day fortnight schedule
- Excluded position: Salary \$97,850 - 113,300 annually + generous benefits
- Application Closing Date: Until Position is Filled/ Start Date: ASAP

Submit **cover letter and resume** to: Director of Finance hiring via careers@dewc.ca
 For full job description visit: www.dewc.ca/career

Indigenous women and women of colour are strongly encouraged to apply
Additional languages spoken an asset.

****While we thank all applicants for their interests, only shortlisted candidates will be contacted****