

# Director of Finance

## ABOUT ISLAND FURNITURE ASSOCIATION

For over 45 years, Island Furniture Association has proven that great furniture and real purpose belong together. Founded in 1979, we are a Newfoundland and Labrador not-for-profit social enterprise on a mission: every sale helps create meaningful employment and training for people with intellectual disabilities. We furnish homes and offices province-wide with quality and craftsmanship while building confidence, independence, and dignity for the people behind the work. Join us, and your career becomes part of something that truly matters.

At **Island Furniture Association** the Director of Finance is the senior financial leader of the organization, responsible for overseeing all financial operations, reporting, and controlling for an established provincial retail and office furniture business with a team of over 35 staff members. As a member of the senior management team, the Director of Finance provides strategic financial leadership, ensures compliance with accounting standards and regulations, and supports operational decision-making. This role combines hands-on accounting responsibilities with forward-looking financial planning and analysis.

## Key Responsibilities

### FINANCIAL MANAGEMENT & REPORTING

- ◆ Oversee the preparation of monthly and annual financial statements.
- ◆ Ensure compliance with accounting standards, tax regulations, and internal policies
- ◆ Oversee internal controls to safeguard company assets and mitigate financial risks.
- ◆ Manage general ledger, accounts payable/receivable, payroll, and inventory accounting.
- ◆ Coordinate and manage the annual audit and liaise with external auditors, accountants, and advisors.
- ◆ Develop key performance indicators (KPIs) to measure and improve financial and operational performance.
- ◆ Support implementation and optimization of technology implementations such as ERP and POS implementations and ensure integration with retail operations, accounting and inventory management

### TREASURY & WORKING CAPITAL

- ◆ Develop and implement a cashflow and capital management forecasting process
- ◆ Manage working capital and cash flow effectively including optimizing receivables and payables, managing investments, and capital divestitures and investment.

### BUDGETING & FORECASTING

- ◆ Develop and lead budgeting and forecasting processes
- ◆ Monitor performance against budgets and provide variance analysis.
- ◆ Advise management on financial trends and cost-saving opportunities.

### RETAIL-SPECIFIC FUNCTIONS

- ◆ Analyze profitability, sales trends, and inventory turnover.
- ◆ Collaborate with merchandising and operations teams on pricing strategies and margin optimization.
- ◆ Implement controls to reduce shrinkage and ensure accurate point-of-sale (POS) reporting.

### TEAM LEADERSHIP

- ◆ Supervise and mentor finance/accounting staff
- ◆ Foster a culture of accountability, continuous improvement, and financial discipline.
- ◆ Partner with other department leaders to ensure cross-functional alignment.

## Qualifications

- ◆ Bachelor's degree in accounting or finance.
- ◆ 5+ years of progressive accounting experience, with at least 2 years in a senior finance role.
- ◆ Proven managerial experience, with a demonstrated ability to lead, develop, and motivate people.
- ◆ CPA Designation would be an asset.
- ◆ Experience in the retail sector
- ◆ Strong knowledge of accounting standards, tax compliance, and retail inventory accounting.
- ◆ Proficiency in accounting software and Excel.
- ◆ Excellent analytical, organizational, and communication skills.

## Key Competencies

- ◆ Detail-oriented with strong problem-solving skills.
- ◆ Ability to work in a fast-paced retail environment with multiple priorities.
- ◆ Strong leadership and team-building capabilities.
- ◆ Strategic mindset with a hands-on approach to operational challenges.

### HOW TO APPLY

Please send in your resume to

[jessy@islandfurniture.ca](mailto:jessy@islandfurniture.ca)