

## **Corporate Director, Internal Audit**

### **Position Summary**

#### **Who are we looking for:**

Are you looking for a new and rewarding senior leadership challenge in healthcare? Interior Health has an exciting opportunity for Corporate Director, Internal Audit in the community of Kelowna. We are looking for people who want to make a difference in the communities in which they live, work and play. Relocation allowance for those who live outside the Interior Region may be provided, apply today to join our amazing team.

#### **What we offer:**

- An attractive remuneration package
- Excellent career prospects
- Employer paid training/education
- Employer paid vacation
- Medical Service Plan
- Employer paid insurance premiums
- Extended Health & Dental coverage
- Municipal Pension Plan
- Work-life balance
- Relocation Allowance

Salary range for the position is \$128,298 to \$184,428. Interior Health establishes salaries within the minimum and maximum of the salary range based on consideration of the qualifications, experience of the applicant, and an internal equity review of the salaries of other employees.

#### **How will you create an impact:**

Reporting jointly to the Board, through the Chair, Audit and Finance Committee, and the President/CEO, the Corporate Director of Internal Audit is accountable for the objective and independent assessment of the appropriateness, quality and status of internal controls, risk management and governance processes. The Corporate Director will also examine the efficiency and effectiveness of both clinical and financial programs across all service areas and portfolios. The Corporate Director provides assurance to the Chair and the CEO that risks to the organization are identified and managed appropriately, provides counsel on matters of internal control and promotes the establishment of leading practices. Additionally, the Corporate Director is responsible for the investigation of whistleblower allegation reports received from both internal as well as external sources. The Corporate Director can be called upon to act as a fairness monitor and independent

reviewer of any contract decision or award or respond to external reports of perceived unfairness.

To accomplish these objectives, the Corporate Director will be responsible for the development and implementation of an internal audit function including the development of strategic and annual risk based internal audit plans with input from the Board and the CEO. Audit findings and recommendations are presented to senior management and the Board for their action.

Key partnerships are with senior leaders of the organization, as well as representatives from other health authorities and provincial government ministries including the Office of the Auditor General of British Columbia and the Office of the Comptroller General of British Columbia to exchange information on best practices and internal control matters.

The Corporate Director is to have full and unfettered access to the Board and all information of the organization including in-camera minutes, employee performance files and other documents for audit purposes.

In alignment with IH's Occupational Health & Safety Program, maintain a healthy and safe work environment through complying with and implementing applicable Occupational Health and Safety Regulation, responding to requests from WSBC, identifying hazards and communicating risks, ensuring compliance with employee training, conducting effective incident investigations, and implementing required corrective actions.

**What will you work on:**

- Establishes and implements an audit plan of internal audit engagements, including a staffing and resource plan including the identification and evaluation of the organization's areas of risk.
- Presents detailed audit reports and periodic reports via written reports and oral presentations to both senior management and the Board of Directors.
- Directs the overall performance of audit procedures, including identifying and defining issues, developing criteria, reviewing and analyzing evidence and documenting client processes and procedures.
- Directs the audit staff in conducting interviews, reviewing documents, developing and administering surveys, composing summary memos, and preparing working papers.
- Coordinates, oversees, performs and/or assists as required with the investigation of significant suspected fraudulent activities and other perceived wrongdoings within the organization under the Board's Theft, Fraud and Corruption Policy. Notifies management and the Board of the results.
- Functions as the designated representative to hear formal complaints filed under the Agreement on Internal Trade, or other fair business issues brought to Interior Health's attention by the Government of British Columbia and provide an annual summary report of formal fair business practice complaints to the Board of Directors.

- Oversees the implementation of the internal audit report recommendations; reporting annual to the Board on progress.
- Recruits, hires, disciplines, and terminates staff as required. Provides mentoring and coaching to staff, completes performance evaluations and prepares staff development, training and succession plans.
- Responsible for developing and recommending a budget; monitoring expenditures; variance analysis; and reporting, recommending, and implementing remedial action.
- Maintains functional relationships with the internal auditors of the other BC health authorities, the Office of the Comptroller General, public sector organizations within BC, and with health authorities across Canada.
- Maintains relationships with the external auditors, the Office of the Auditor General, and professional organizations such as the Institute of Internal Auditors and the Association of Healthcare Internal Auditors.
- Coordinates activities with external auditors, Internal Audit and Assurance Services of the Office of the Comptroller General, the Office of the Auditor General and the internal auditors of the other BC health authorities.
- Pursues professional development opportunities, including internal and external training and professional association memberships, and shares information gained with co-workers.
- Monitors and is accountable for program or service compliance with ethical and legal requirements, accreditation standards, Provincial and Federal Legislation and regulations.
- Performs related work as assigned by the CEO or Audit and Finance Committee of the Board of Directors.
- Performs other related duties as assigned.

Honouring Interior Health's commitment to Truth and Reconciliation and the Declaration on the Rights of Indigenous Peoples Act (DRIPA), and Pursuant to Section 42 of the BC Human Rights Code, preferential consideration and/or hiring will be given to qualified applicants who self-identify as Indigenous (First Nations, Métis, or Inuit).

## **Qualifications**

### **Education, Training and Experience:**

- Professional Accounting Designation (CA, CMA, or CGA) (CA preferred)
- Certification as an Internal Auditor with the Institute of Internal Auditors
- Seven to ten years' experience in auditing, accounting, business analysis, business consulting or program evaluation in a large, multi-branch organization, with at least five years of audit experience. Previous experience in healthcare or other public sector would be considered an asset.
- Or an equivalent combination of education, training and experience

## **LEADS Capabilities**

Demonstrates all LEADS Capabilities, in particular:

- Leads Self/Cultural Agility – self-awareness, demonstrates character; noticing and adapting to cultural uniqueness to create a sense of safety for all.
- Engages Others/Empathy – fosters the development of others, communicates effectively, builds effective teams, listens with heart rather than reacting
- Achieves Results/Process Orientation – takes action to implement decisions, assesses & evaluates results, follows culturally respectful processes that also produce results
- Develops Coalitions/Building a Trust-Based Relationship – builds partnerships & networks to create results, demonstrates a commitment to customers & service, navigates socio-political environments, building personal relationships in addition to professional ones, participating in open exchanges of experiences and culture
- System Transformation/Credible Champion – demonstrates systems/critical thinking, strategically oriented to the future, champions & orchestrates change, remains self-aware and maintains effective relationships, shows courage and conviction in advocating for change for the betterment of Indigenous people.

## **Skills and Abilities:**

- Advanced knowledge of Generally Accepted Accounting Principles, auditing standards (including the Code of Ethics), internal controls and leading management and information technology practice and skill in applying these principles/practices in a highly computerized environment.
- Excellent knowledge of relevant laws, acts, regulations, and provincial health care policies pertaining to operating standards and policies and the overall audit environment.
- Knowledgeable of department and corporate business organization, functions, strategies, policies and goals.
- Demonstrated ability to lead, plan, direct, manage, and implement a comprehensive internal audit function in a large publicly funded health care setting.
- Skilled in collecting and analyzing complex data, evaluating information and systems and drawing logical conclusions.
- Skilled in planning, directing quality control audits, reviews and investigations and the related reporting.
- Demonstrated knowledge of sophisticated computer applications.
- Detects obstacles to success and develops solutions, balancing the implications across multiple audits.
- Applies expertise to anticipate and respond to the changing demands of the organization and the organizational environment.
- Analyzes and reconciles the multiple needs and concerns of people and/or project management.

- Demonstrates sound judgment, demonstrated tact and diplomacy.
- Demonstrated ability to communicate effectively both verbally and in writing as well as skilled at active listening and presentations.
- Communicates key messages persuasively to clients and management and is appropriately persistent as needed.
- Demonstrated ability to establish and maintain effective working relationships at all levels of the organization including the ability to deliver open, clear and transparent messages.
- Keeps organization informed of broad project and audit issues and of emerging developments in the audit community.
- Cultivates and maintains effective two-way communication between teams members, clients, and management.

Interior Health strives to create an environment where you enjoy the work you do, the place where you work, and the people around you. Together, we create great workplaces. **Apply today!**

### **Comments**

This posting is covered by the Provincial Health Officer's mandatory COVID-19 vaccination orders and selected applicant(s) must comply.

Interior Health now offers assistance from an Indigenous Employment Advisor. If you self-identify as Indigenous (First Nations, Métis or Inuit) and if you would like assistance with the application process and/or career exploration, send your question(s) via email to [IndigenousEmployment@interiorhealth.ca](mailto:IndigenousEmployment@interiorhealth.ca) to be redirected to the Employment Advisor. We invite applicants to self-identify as First Nations, Métis, or Inuit within cover letters and/or resumes.