



Lennox and Addington County General Hospital
Non-Union Position
Director, Financial Services

Basic Function and Scope:

Reporting to the Vice President, Finance and Corporate Services, and supported by Senior Financial Leadership from Kingston Health Sciences Centre, the Director, Financial Services is responsible for the day to day operational and strategic oversight of the financial operations of the Hospital, including internal and external financial reporting, month end activities such as revenue recognition, government reporting and variance analysis, budgeting, and payroll oversight. The role will support the senior leadership team with the hospital's strategic priorities by providing financial review and support. The Director, Financial Services plays a pivotal role in the stewardship of financial resources at the hospital.

This is an excellent opportunity for an individual with strong financial knowledge and leadership experience with accounting and payroll teams to help shape healthcare delivery in this region.

Hours: Monday-Friday

Status: Full-Time (existing vacancy)

Pay Rate: \$133,000-\$150,000

Qualifications:

Education:

- Bachelor's degree in Finance or Accounting, or equivalent experience
- Accounting designation (CPA), required

Experience:

- Ideally the candidate will have had a minimum of 5 years' experience working in a progressive accounting position in a health care environment or not-for-profit setting
- Candidate must have previous management experience, preferably with a broad understanding of the various financial functions, including payroll.

Required Skills:

- Demonstrated knowledge of Generally Accepted Accounting Principles (GAAP) to support monthly financial reporting and year-end audited financial statements and other mandatory financial reporting
- Oversight of development of departmental annual budgets and annual capital budgets and processes
- Knowledge of Management information System (MIS) Guidelines and Ontario Healthcare Reporting System considered an asset
- Knowledge of hospital reporting, statistical data and key performance indicators considered an asset
- Knowledge of Long-term Care Reporting considered an asset
- Excellent computer skills with proficiency in Microsoft Office software, e.g. Word, Excel, Power Point and Outlook.
- Previous experience using Meditech considered an asset
- Ability to guide and mentor direct reports, including oversight of the payroll department, accounts receivable and accounts payable
- Work collaboratively with external partners, including the Ministry of Health and Ontario Health to effectively monitor and execute funding agreements

Job Posting Reference #: NU/2025/15

- Ability to manage routine correspondence, multiple tasks/projects, diversified workload and rapidly changing priorities and challenging deadlines.
- Excellent interpersonal and communication skills, both verbal and written.
- Commitment to the safety of co-workers and patients.

Physical Requirements:

- The applicant must be able to meet the physical demands of this position.

Other Requirements:

- Successful criminal reference check is required for vulnerable sector.
- Demonstrated ability to work independently and in a team environment.
- Demonstrated commitment to ongoing professional development.
- Demonstrated professionalism in dealing with confidential and sensitive issues.

The Lennox and Addington County General Hospital is an equal opportunity employer providing a barrier free workplace supported by the Hospital's Accessibility Plan. Persons with disabilities may request accommodation at any stage of the recruitment process providing the applicant has met the Bona-fide requirements for the position. Applicants need to make their requirements known when contacted.

The Lennox and Addington County General Hospital is a smoke/vape free organization.

If you are interested and possess the qualifications listed above, you are invited to apply in writing to:

**Human Resources, Lennox and Addington County General Hospital,
8 Richmond Park Drive, Napanee, ON K7R 2Z4.**

Phone: 613-354-3301 ext. 456

Fax: 613-354-0729

Email: hr@lacgh.napanee.on.ca

We thank all applicants, however, only those selected for interviews will be contacted.