

**Ministry of Finance
Comptroller General
Victoria, BC**

Provide your strong leadership, financial aptitude, and communication skills to this integral role in the executive team

The Ministry of Finance plays a key role in establishing, implementing and reviewing government's economic, fiscal and taxation policies. The Ministry continues to focus on the priorities of fiscal sustainability and a competitive economy that will ensure the Province's success in meeting its strategic goals. The Ministry conducts business in a manner that upholds government's values as identified in the Province of British Columbia's Strategic Plan.

The Office of the Comptroller General is responsible for the overall quality and integrity of the government's financial management and control systems.

As the Comptroller General, you provide leadership in financial management, financial oversight, financial reporting, and financial systems. Reporting to the Deputy Minister of Finance and serving as a member of the Ministry's executive, you serve as a resource for professional topic advice and guidance to Public Service organizations with respect to accounting standards and practices. This role encompasses developing and executing the annual audit plan and ensuring quality assurance in regard to program or performance audits, control or compliance audits, benchmarking exercises or IM/ IT audits which examine and evaluate organizational activities.

A strong leader with a professional accounting background, you oversee an office mandated to develop financial management and accounting frameworks, and to monitor and assess public sector organizations' performance and compliance with established policies and standards.

The Comptroller General must possess expert knowledge and leadership experience in the areas of financial management and program policy; information technology and management information systems; reporting, performing and leading audits and program evaluations in a large organization; and a professional accounting designation in an accounting and/or auditing body (CPA, CMA, CGA, CA, CIA). Leadership capabilities include the ability to communicate complex issues and formulate solutions; build strong working relationships and foster a cooperative environment; maintain long-term perspective while delivering short-term solutions; and the ability to translate vision to goals and strategies through facilitation and organizational change leadership. This is an Assistant Deputy Minister level position.

A complete role description and listing of qualifications is below. The appointees will be required to consent to a criminal record check. If you have any questions about this opportunity please contact Anita Owens at Anita.Owens@gov.bc.ca.

To express your interest in this opportunity, please email your cover letter and resume to Executive.Recruitment@gov.bc.ca by October 29, 2017. Thank you to all who express interest.

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MINISTRY OVERVIEW

The Ministry of Finance plays a key role in establishing, implementing and reviewing government's economic, fiscal and taxation policies. The Ministry continues to focus on the priorities of fiscal sustainability and a competitive economy that will ensure the Province's success in meeting its strategic goals. The Ministry conducts business in a manner that upholds government's values as identified in the Province of British Columbia's Strategic Plan.

The Ministry is also responsible for:

- Government's economic forecasting, fiscal planning, budgeting and reporting;
- Tax and non-tax revenue and loan administration and collection;
- Oversight of corporate, financial, procurement and administrative governance for the broader public sector (ministries, crown agencies and the schools, universities, colleges and hospitals (SUCH) sector);
- Banking, accounting, and risk and debt management services for government; and
- Policy and regulation of the financial, corporate and real estate sectors in British Columbia and administration of the B.C. credit union deposit insurance fund.

Working with diverse internal and external stakeholders, the ministry develops policies, programs and legislation to promote economic competitiveness, encourage investment in the province and promote fiscal sustainability and effective stewardship of public resources and programs.

PROGRAM

The Office of the Comptroller General (OCG) is responsible for the overall quality and integrity of the government's financial management and control systems.

THE OCG HAS SIX BRANCHES:

- The Financial Management Branch (FMB) is responsible for developing and implementing financial management and procurement policies for government; providing leadership in the transformation of financial management information systems; strengthening financial management capacity and financial curriculum and leading and training government staff in applying Activity Based Management methodology to optimize operational efficiencies and cost of services to the public.
- Financial Reporting and Advisory Services prepares and publishes the province's financial statements, including the Public Accounts, and champions' improvements in common accounting approaches across government.

- Internal Audit and Advisory Services (IAAS) provides independent, objective assurance and consulting services. In addition, IAAS evaluates and advises on risk management, control, and governance.
- Corporate Compliance and Controls Monitoring Branch provides a risk-based compliance review program to improve the efficiency and economy of internal controls, and processes legal encumbrances, including third party demands, garnishing orders, assignment of book debt and set-offs.
- Corporate Operations Branch provides administrative and financial support for programs and initiatives undertaken by the Office of the Comptroller General.
- Corporate Accounting Services runs government's Corporate Financial System which supports effective financial management decision making and year end reporting.

POSITION

The Comptroller General (CG) provides leadership in financial management, financial oversight, financial reporting, and financial systems. More precisely, the CG reporting to the Deputy Minister of Finance and serving as a member of the Ministry's executive, leads an office mandated to develop financial management and accounting frameworks, policies, standards, and guides and to monitor and assess public sector organizations' performance and compliance with these established policies and standards.

The CG and the OCG serve as a resource for professional topic advice and guidance to Public Service organizations with respect to accounting standards and practices and monitor financial activity and reporting for compliance with legislative authorities, policies, and standards.

The CG manages the preparation and maintenance of the Public Accounts and financial statements; provides analysis and reporting of government's financial results; and develops and maintains the government-wide Chart of Accounts.

The CG is also responsible for contributing the expertise of the OCG to ensuring government has effective and efficient business processes and financial systems and quality financial information.

The CG contributes to the professional development and support of the broad financial management community and to the ministries' Chief Financial Officers (CFO).

The CG is the Chief Audit Executive for the Government of British Columbia, developing internal audit policy, professional standards, and practice guidance; strategies to accumulate, analyze, and disseminate audit information; and initiating and leading audits and providing forensic audit advice.

The OCG is comprised of over 130 FTEs and a 2016/17 operating budget of \$21 million.

ACCOUNTABILITIES / RESPONSIBILITIES

- Provides leadership in the preparation, completion and dissemination of all financial reporting required by statute, including Public Accounts, ensuring the information is complete and accurate and, where required, meets time frames set out in legislation; makes recommendations to the Deputy Minister of Finance on matters pertaining to the development of new financial information management policy and practices to ensure proper financial operations and reporting; and ensures financial controls and sound resource stewardship.
- Establishes and maintains accounting policy for all government organizations in accordance with Treasury Board directives.
- Ensures government-wide availability of and access to accounting policies, directives and procedures and the timely review and updating of the Financial Administration Manual and associated processes and procedures; sets and reviews financial and accounting standards and policies for the Government; promotes accounting and financial management policies which reflect responsibility for accountability, control and efficiency in the management of public funds; provides for proactive financial management policy development; and ensures ongoing provision of financial management advice to senior officials of Government.
- Provides leadership in the development and operations of Government's financial systems; ensures that best practices are applied; and provides for research to be carried out as required in order to take advantage of emerging technologies and recommends changes to Government's financial systems where and when necessary.
- Promotes efficiency, effectiveness and economy, and strengthens accountability, risk management, and good governance in Government and public agencies. This is achieved in part through Internal Audit and Advisory Services Branch, providing leadership and authoritative advice to facilitate, manage and perform a wide range of assurance and advisory services to ministries, crown corporations and funded agencies. Funded agencies include schools, colleges, universities, hospitals, regional health authorities, and contracted service providers. Develops and executes the annual audit plan and ensures quality assurance in regard to program or performance audits, control or compliance audits, benchmarking exercises or IM/ IT audits which examine and evaluate organizational activities.
- Leads a professional, knowledgeable and innovative staff team capable of delivering on OCG's mandate and responsibilities; develops training and development plans; and develops and manages plans and budgets for the office.

QUALIFICATIONS

Post-secondary education and a professional designation in an accounting and/or auditing body (CPA, CMA, CGA, CA, CIA); substantive experience in executive or senior management roles planning and reporting, performing and leading audits and program evaluations in government, or large public or private organizations.

Expert knowledge and experience in the areas of financial management, corporate governance, financial and program policy, information technology and management information systems, and program and service delivery in the public sector.

Superior problem solving skills, sound judgment, strategic thinking, and the ability to negotiate and work with others. Ability to communicate complex issues and to formulate solutions; strong conceptual and reasoning skills and high tolerance for ambiguity.

Leadership capabilities include the ability to plan, prioritize and direct work gained from extensive experience in a large private sector enterprise and/or public sector organization; ability to build strong relationships and foster a cooperative environment; ability to maintain long-term perspective while delivering short-term solutions; ability to deliver within tight deadlines.

Accomplished in written and oral communication and in working in a complex financial organizational setting involving major corporations or public sector institutions/organizations.

The appointees will be required to consent to a criminal record check

COMPETENCIES

To achieve government's **Vision**, the ADM must position and structure their organization to maximize its effectiveness. ADMs practice **Strategic Thinking** in translating the vision to goals and strategies, and support their accomplishment through facilitation and leading change.

In **Stakeholder Relationships**, ADMs ensure that they are enhancing the organization's relationships with external partners and stakeholders. This includes building strategic alliances, managing conflicts, negotiating effectively, and effectively communicating ideas, analyses and proposals to stakeholders.

ADMs model **Integrity and Authenticity**, building a culture of trust, integrity, risk taking and creative thinking in the organization through demonstrating personal integrity, using feedback to self-improve, following through on commitments and acting consistently with the espoused values and culture of the organization.

In **Leading People**, ADMs must motivate, empower and lead employees to accomplish goals and objectives, rewarding high performance, promoting empowerment and developing their employees, providing opportunities for growth, and managing issues with their organization.