

Finance Manager – Permanent Full Time (On-Site) **Blue Sky Family Health Team (BSFHT) – North Bay, Ontario**

Blue Sky Family Health Team is seeking an experienced **Finance Manager** to lead all on-site financial operations in support of high-quality, patient-centred primary health care.

Reporting to the Executive Director, the Finance Manager oversees budgeting, financial reporting, compliance, payroll, audit preparation, and financial systems management, while supporting strategic planning and organizational sustainability.

Key Responsibilities

- Develop, implement, and monitor operating and capital budgets
- Prepare financial statements and reports for the Executive Director, Board of Directors, and Ministry of Health / Ontario Health
- Oversee accounts payable, receivable, payroll, benefits administration, and banking
- Lead audit preparation and ensure compliance with GAAP, funding agreements, and applicable legislation
- Provide financial analysis to support decision-making and strategic planning
- Administer and maintain financial and information management systems

Qualifications

- CPA designation (required)
- Degree in Accounting, Finance, or Business Administration
- Minimum 5 years progressive financial management experience (non-profit and/or healthcare preferred)
- Strong knowledge of GAAP and Ontario Health funding frameworks
- Proficiency in Sage, ADP Workforce Now, and Microsoft Office
- Excellent analytical, leadership, and communication skills

Bilingualism (English/French) is considered an asset.

Compensation & Benefits

- **Salary range: \$70,076 - \$82,404**
- HOOPP Pension
- Comprehensive health benefits
- Generous vacation entitlement
- Professional development time and reimbursement program
- On-Site parking
- Collaborative, mission-driven healthcare environment

This is an on-site position only.

This posting will remain open until the position has been filled.

To apply, please submit your cover letter and résumé to:
jennifer.condie@blueskyfht.on.ca.

BSFHT is committed to accessible recruitment processes. Accommodations are available upon request.

While we thank all applicants, only those selected for an interview will be contacted.