



Vice-President, Finance and Administration

Nipissing University

Location: North Bay, Ontario, Canada

Nipissing University sits on the territory of Nipissing First Nation, the territory of the Anishnabek, within lands within the Robinson Huron Treaty of 1850.

Nipissing University is currently searching for its next **Vice-President, Finance and Administration**, an integral position within the senior management team, to succeed a long-standing employee who is retiring.

Reporting to the President & Vice-Chancellor, the Vice-President, Finance & Administration (“VPFA”) leads a broad pan-University portfolio including financial services, human resources, information technology, institutional planning, facilities management, campus sales and services, external relations, risk management, insurance, and athletics. As a member of the President’s executive team, the VPFA provides strategic counsel to the President on all financial and administrative matters. The VPFA works closely with the University Board of Governors, including the Executive Committee, Audit & Finance Committee, Plant & Property Committee, Fundraising Committee, and the Community Relations Committee, as they steward the University’s governance. Externally, the VPFA develops and maintains relationships with governments, corporate partners, and community leaders to advance both the University’s short- and long-term goals as well as student and academic excellence. Leading a dedicated team of professionals, the VPFA must communicate with purpose and clarity, ensuring that there are strong bridges between all areas of the University, and with faculty, staff, students, community, and funding partners. The VPFA inspires confidence and fosters a culture of integrity, openness, and transparency across the team and University with all faculty, staff, and students.

The ideal candidate for this position will hold a minimum of a master’s degree in a relevant field such as business, human resources, or finance, with a CPA accounting designation. They will have at least ten years of progressively responsible management experience related to administrative and fiscal affairs in a complex organization and executive level experience in the public sector, preferably in the University sector.

Review of applications will commence **March 12, 2024**, and will continue to be accepted and reviewed until the position is filled. These materials should be sent in **one** PDF document to **careers@nipissingu.ca**.

For further information and the full position description, please visit the [Nipissing University website](#).

The ideal start date for this position is July 1, 2024.

Nipissing University is located in the City of North Bay, Ontario (population 55,000), in the territory of the Robinson-Huron Treaty of 1850 and the Nipissing First Nation Traditional Territory and the traditional territory of the Anishinabek. Situated between Lake Nipissing and Trout Lake, and surrounded by pristine Canadian Shield Forest, our campus is a comfortable three-and-a-half-hour drive from either Toronto or Ottawa. North Bay is a growing city with a vibrant arts community, ample amenities, and countless opportunities for outdoor activities.



Learn more about North Bay, Ontario by visiting the @cityofnorthbay YouTube channel here: [The City of North Bay](#).

[Nipissing University](#) is known for its excellence in teacher education, arts, science, and a range of professional programs. The School of Graduate Studies includes programs in history, sociology, education, environmental science/studies, kinesiology, and mathematics. In “[Pathways: Our Commitments to Water, Land, and People](#)”, Nipissing University has committed to: fulfilling our responsibility to truth and reconciliation; nurturing our relationship with water, land and place; embodying harmony and care; inspiring growth and development; building sustainable futures; and, celebrating who we are. Nipissing’s renowned focus on student success and experience has translated into top rankings nationally in the areas of student support, student experience, faculty, and residences as a primarily undergraduate institution. An academic environment that provides close student-faculty interaction, innovative approaches to learning, and a strong research culture is an enduring strength of Nipissing.

Access and equity continue to be longstanding priorities, providing interventions and support for students who might not otherwise participate in postsecondary education. Nipissing welcomes a number of first-generation students, as well as students with disabilities with focused supports.

Nipissing’s faculty and staff are committed to decolonization and reconciliation and provide a supportive environment for Indigenous students enrolled at the University. Our campus is located in a region home to 7,000 First Nations, Métis, and Inuit residents, many of whom choose to study at Nipissing University. As a public university located on the traditional territory of Nipissing First Nation and on the lands within the Robinson-Huron Treaty of 1850, Nipissing University is bound to advance knowledge and be a good guest on this land.

Nipissing University is committed to employment equity and strongly encourages applications, which may include self-identification in a cover letter from Indigenous peoples, women, persons with disabilities, persons who identify as 2SLGBTQI+ and racialized minorities.

Nipissing University must gather information from applicants to determine eligibility to work in Canada. Please include a statement in your application to identify whether you are a Canadian Citizen, Permanent Resident or are otherwise legally eligible to work in Canada.

Nipissing University will provide accommodation to ensure barrier-free employment in accordance with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act. You can request accommodation at any stage of the hiring process. If you require an accommodation, please contact Human Resources at access@nipissingu.ca.

The search committee would like to thank all applicants for their interest in Nipissing University. Please note that only those candidates invited for an interview will be contacted.