

**Vice-president (finance and administration), Memorial University
St. John's, NL**

Memorial University is seeking an experienced and values-driven leader to serve as its Vice-president (finance and administration) (VPFA). This is a pivotal opportunity to shape the future of the province's only university by providing strategic, innovative, and collaborative leadership in support of Memorial's academic mission, financial sustainability, and inclusive culture.

The Organization

Memorial University of Newfoundland and Labrador respectfully acknowledges that the lands on which our campuses are situated are in the traditional territories of diverse Indigenous groups, and we acknowledge with respect the diverse histories and cultures of the Beothuk, Mi'kmaq, Innu and Inuit of this province. Memorial University is deeply committed to truth and reconciliation and to building relationships based on mutual understanding and respect.

Memorial plays a unique and vital role in Newfoundland and Labrador. With a deep commitment to advancing award winning research, creative scholarship and entrepreneurialism that reflects the evolving needs of communities, Memorial is home to over 17,000 students and over 3,500 faculty and staff across multiple campuses in St. John's, Corner Brook, and Labrador. Founded in 1925 as a living memorial to those who lost their lives in the First World War, the university has grown into a comprehensive institution with global impact and local relevance.

Rooted in the province's resilient spirit, Memorial is an institution with a powerful sense of place, belonging, and purpose. The university has begun an exciting new journey under the leadership of a new President and vice-chancellor, with a clear focus on academic excellence, financial sustainability, reconciliation, and the experience of Memorial students.

The Role

Reporting to the President and vice-chancellor, the Vice-president (finance and administration) provides visionary, ethical, and steady leadership of the university's core administrative functions. This includes financial services, facilities management, people and culture, information technology, risk management, and administrative operations. The VPFA plays a critical role in aligning institutional resources with strategic goals and fostering a culture of transparency, accountability, and service.

As a key member of the senior leadership team, the VPFA works in close partnership with the Provost and Vice-president (academic) to ensure integrated planning and decision-making across Memorial's campuses. The VPFA will work collaboratively to strengthen Memorial's revenue streams to ensure the university remains both financially viable and vibrant. The successful candidate will be a collaborative and strategic thinker, committed to supporting Memorial's academic mission while navigating a complex fiscal environment.

Key areas of oversight and responsibility include:

Strategic Leadership & Governance – Offering forward-looking leadership across portfolios, strengthening institutional planning processes, and supporting effective governance practices.

Financial Stewardship – Leading financial operations, long-term planning, and risk management with strategy and rigour, while advancing financial sustainability through business planning and revenue generation.

Operational Management – Overseeing facilities, IT, human resources, and administrative systems to ensure student-centred service excellence, innovation, and continuous improvement.

People-Centered Leadership – Fostering a supportive and inclusive workplace culture rooted in reconciliation, equity, diversity, and collaboration.

The Ideal Candidate

As the ideal candidate, you are a highly experienced and resilient leader with a proven ability to manage in complex, resource-constrained environments. You bring strong financial acumen, operational oversight, and organizational savvy, paired with a deep appreciation for the values and mission of public higher education. You are a builder of relationships and trust, capable of navigating diverse groups with diplomacy and patience. You are energized by Memorial's history, mandate, and future potential, and committed to strengthening its impact in Newfoundland and Labrador and beyond.

Qualifications and experience:

- A degree in business, finance, public administration, or a related discipline.
- A professional designation in accounting, finance, human resources, information technology, or engineering is a strong asset.
- At least 10 years of senior leadership experience in a complex organization
- Demonstrated success in financial leadership, including strategic forecasting, budgeting, and resource planning.
- Experience managing large operational portfolios including areas such as human resources, IT, or facilities, with depth in at least one non-financial area.
- Proven ability to lead in an environment of change, including experience with fiscal contraction and continuous improvement.
- Strong commitment to collegial governance and consultative decision-making.
- A values-based leadership style with a clear track record of applying equity, diversity, and inclusion principles to organizational systems and structures.
- An understanding of the Newfoundland and Labrador context, and/or a deep desire to contribute to a university with an intense community focus and sense of purpose.
- Experience in the public or post-secondary sector is considered an asset.

You are someone with:

- A courageous leadership style and commitment to strategic change and innovation.
- Superior skill in financial analysis and planning, with a keen ability to establish strategic priorities.

- Exceptional relational skills, able to build trusting relationships and rally action within decentralized environments.
- Integrity and creativity, with an empathetic approach to managing people.
- Good judgment, able to quickly assess a variety of inputs and make timely decisions.
- Diplomacy and discretion, with a facilitative style and the ability to explain complex issues.
- Superior organizational skills, able to balance multiple priorities while being responsive.

The University welcomes applications from all qualified individuals, including, but not limited to Indigenous Peoples, women, persons with disabilities, visible minorities (racialized), and persons of any gender identity and sexual orientation. Memorial University is committed to a positive, supportive and inclusive environment.

Memorial University is committed to providing an inclusive and barrier-free experience to applicants with accessibility needs. Requests for accommodation can be made at any stage during the recruitment process by contacting accommodations@kbrs.ca.

To Apply

If you are interested in this opportunity, contact Michelle Doyle at mdoyle@kbrs.ca, Kyle Steele at ksteele@kbrs.ca, or Dr. Jennie Massey at jmassey@kbrs.ca or submit your full application package online for full consideration at <https://www.kbrs.ca/Career/17549142808610000008bck>