

JOB POSTING

POSITION: Superintendent of Business and Finance and Treasurer of the Board

LOCATION: Catholic Education Centre – Sudbury, ON

The Sudbury Catholic District School Board provides exceptional Catholic educational experiences to over 6,500 students across 17 school locations in the City of Greater Sudbury.

The Board operates a budget of approximately \$126 million.

POSITION OVERVIEW

We are seeking an executive leader to fill the role of **Superintendent of Business and Finance and Treasurer of the Board**. Aligned with recent governance updates under the *Putting Student Achievement First Act* (Bill 101), this position reports directly to the **Chief Executive Officer (CEO)/Chief Education Officer (CEdO)**. The successful candidate will provide strategic leadership over financial operations, facilities management, capital planning, information management services, while working collaboratively alongside the **CEO/CEdO** to ensure physical and financial resources directly advance student achievement and well-being.

KEY RESPONSIBILITIES

- Perform all statutory duties of Treasurer of the Board under the *Education Act*;
- Manage and report on financial operations, including an annual operating budget, payroll, purchasing, and audit controls;
- Provide oversight to the Facility Services (capital projects, maintenance, custodial, health and safety) and Information Management Services (IMS);
- Advise the CEO/CEdO on financial risks, statutory compliance, and budget alignment with provincial directives;
- Represent the Board in labor relations negotiations and maintain key relationships with the Ministry of Education.

QUALIFICATIONS & REQUIREMENTS

- University degree in business administration or finance;
- Professional Accounting Designation (CPA: CA, CGA, CMA);
- Ontario Business Supervisory Officer Certificate (OBSOC) or commitment to obtain within 2 years of hire;
- Significant experience managing large-scale budgets, facilities, or operational departments in a public sector or educational setting;
- 7 -10 years of progressive leadership experience; including at least 5 years within an educational environment;
- Demonstrated expertise in financial modeling, collective agreement administration, risk management;
- Deep commitment to promoting Catholic values, faith, and culture within a publicly funded school system;
- Thorough working knowledge of the *Education Act*, *Putting Student Achievement First Act* (Bill 101), *MFIPPA*, and the *Occupational Health and Safety Act*

- Proven leadership experience in providing direction and support to staff;
- Excellent communication, presentation and computer skills;
- Superior inter-personal skills exhibiting confidentiality, diplomacy, negotiation, conflict resolution and issue-based problem-solving techniques;
- Ability to work under pressure when overseeing multiple departments;
- Working knowledge in the administration of collective agreements.

COMPENSATION & APPLICATION

Salary: \$184,260.00 annually with a comprehensive benefits package.

To Apply: Interested and qualified candidates are invited to submit an online application at sudburycatholicschools.simplification.com, including a cover letter, résumé, and supporting documentation demonstrating their qualifications. Professional references will be required as part of the selection process.

For more information on this opportunity and working for Sudbury Catholic Schools, please visit www.sudburycatholicschools.ca.

This job posting is for an existing position vacancy. All applicants are thanked for their interest; however, only those selected for an interview will be contacted.

The Sudbury Catholic District School Board is committed to building a diverse and qualified workforce which reflects and serves the needs of its students and its communities, and supports the mission, vision and values of the Board.

In accordance with the Municipal Freedom of Information and Protection of Privacy Act, personal information is being collected under the authority of the Education Act and will be used for employee recruitment and selection purposes. For questions about this collection of information please contact Human Resources Services at (705) 673-5620. If you require a disability-related accommodation to participate in the recruitment process, or if you have questions about this collection of information, please contact Human Resources Services at (705) 673-5620.

Thank you for your interest in Sudbury Catholic Schools.

Morris Hucal
CEO/CEdO

Michael Bellmore
Chair of the Board

Mission: To realize each student's potential within our inclusive Catholic learning community by nurturing and developing their mind, body and spirit.

Vision: Leaders in Learning and Faith