

Canadian Mental Health Association (CMHA) National Director, Finance and Operations

The Canadian Mental Health Association National office is located in Toronto on the traditional and unceded territory of the Mississaugas of New Credit, the Haudenosaunee and the Huron-Wendat. | Le Bureau national de l'Association canadienne pour la santé mentale est situé à Toronto sur le territoire traditionnel non cédé des Mississaugas of the New Credit, des Haudenosaunee et des Hurons Wendat.

Founded in 1918, the [CMHA](#) is the most extensive community mental health network in Canada. Through a presence in more than 330 communities across every province and one territory, CMHA provides advocacy and resources to help prevent mental health problems and illnesses, supports recovery and resilience, and enables all Canadians to flourish and thrive. CMHA was chosen by Forbes as one of Canada's top employers in 2021, 2022, and 2023.

CMHA upholds that mental health is a universal human right and has a steadfast mission of ensuring all people in Canada experience mental wellness and overall well-being. It is within this context that CMHA invites nominations and applications for the role of **National Director, Finance and Operations**, a position that will have an indelible impact on the future of the organization.

The National Director, Finance and Operations is a critical member of the senior leadership team and is responsible for managing the financial and operational functions of the organization. Reporting to the National CEO and overseeing a team of five staff members, the Director ensures the strategic financial management of the organization's annual budget (\$6,500,000), with an emphasis on ensuring that staff and Board have clear and regular financial information and analysis to make decisions. The Director also manages the organization's human resources functions with a goal of making CMHA National an outstanding place to work for our 45 staff members. The Director also manages the IT infrastructure including the goal of building a Salesforce culture in the National office.

In addition, the Director also develops and manages capacity-building services for the CMHA federation of 80 CMHAs across Canada. Current services include website support, a nationwide pension plan and nationwide benefits plan. This is a growing element of this Director's responsibility as we seek to build the capacity of the federation.

Qualifications

Among the qualifications being sought in candidates, the incoming leader must have a deep and abiding commitment to advancing reconciliation, equity, diversity, and inclusion in all its forms and must believe, intrinsically, in the importance of leading with curiosity and welcoming ideas that can later be synthesized and turned into possibility. Like all other leaders at CMHA and throughout the staff complement, the incoming Director must possess a collaborative and service-oriented mindset and be able to contribute to CMHA's outstanding workplace culture.

While all candidates are encouraged to apply and, in so doing, share how they see themselves adding value to the CMHA environment, the following credentials and/or experiences are seen as possible markers of the candidates most likely to realize success in the role: A) several years of financial and accounting management experience, preferably gained within a non-profit setting, with specific experience with budgeting, forecasting, managing grants and donations, bequests, audit, and creating annual reports; B) strong relationship-building skills, as well as excellent analytical, research, and organizational skills; C), the ability to build consensus, managing multiple stakeholder relationships and inspiring confidence in both internal and external teams, D) problem-solving skills, a high level of diplomacy, and a genuine enthusiasm for working alongside high energy, goal-oriented, and creative people, and; E) a degree from a recognized post-secondary institution as well as a professional accounting designation (CPA).

This is a full-time position within a hybrid work setting located at the National Office in Toronto, Canada. The salary for the role of National Director, Finance and Operations will be approximately \$130,000, depending on experience.

How to Apply

CMHA is committed to a workforce reflecting the diversity of the communities within which they work. As such, they explicitly encourage applications from persons with disabilities, members of Black, Indigenous and racialized communities, people of all sexual orientations, gender identities and expressions, and others who may contribute to the diversity of their staff. CMHA invites candidates to self-identify in their cover letter.

*CMHA is partnering with BIPOC Executive Search to ensure an applicant list that is diverse and is as intersectional as possible. **All interested applicants can send their***

resume to Taq Bhandal by e-mailing tbhandal@bipocsearch.com, or can apply through the BIPOC Executive Search mobile app.

In accordance with the AODA Act, for applicants living with a disability accommodation will be provided throughout the search process. Should accommodations be required, please make Taq Bhandal aware by using the above address.

We thank everyone for their expression of interest—and are truly appreciative of the time individuals put into applying—but with the limitations of time only those selected for an interview will be contacted.
