



Manager of Finance (Permanent) – Competition #M2 – 2026/27 – Swift Current Campus

Reporting to the Vice President, Finance and Administration, the Manager of Finance is responsible for ensuring the operational effectiveness and efficiency of the College's financial and registration operations. As such, the Manager of Finance responsibilities reflect all aspects of financial management, including regulatory and financial reporting, budget and forecast preparation, as well as the development of internal control policies and procedures. The Manager of Finance performs highly technical duties and maintains extensive staffing relationships within the organization.

Start date: TBD

FTE: 1.0 Permanent

Qualifications:

Candidates must be able to demonstrate:

- Extensive experience in and knowledge of finance, accounting, budgeting, and cost control principles, including, but not limited to, Principles and Public Sector Accounting Board (PSAB).
- Experience in post-secondary education sector an asset
- Proven ability to analyze financial data and prepare financial reports, statements and projections with lens to providing sector specific detail
- In-depth working knowledge of short- and long-term budgeting and forecasting
- Extensive knowledge of provincial and federal financial regulations
- Knowledge of and experience with financial and accounting software applications.
- High level critical thinking and analytical skills
- Strong Leadership and team-building skills
- Attention to detail in all areas of work
- Proficient interpersonal and business communication skills
- Good project management skills including internal process mapping and the ability to motivate teams to produce quality work within tight timelines
- Excellent organizational, prioritizing and multi-tasking skills
- Ability to conceptualize, analyze and problem solve with specific strengths in financial analysis and related articulation of results via report writing
- Knowledge of modern managerial practices and office procedures
- Excellent computer skills in Microsoft Word and Outlook; expert level skills in Excel
- Willingness to work a flexible schedule
- Willingness and ability to travel
- The minimum educational qualification for this position is a professional accounting designation or a related four-year university degree with demonstrated practical experience at a senior level.
- More than two years of practical, related experience in a senior level accounting and supervisory role is required to perform the duties of this position.
- Previous experience working with the computerized accounting systems, Microsoft 365 Business Central or MyBudgetFile, is an asset.

A complete job description for this position can be found on the Great Plains College [website](#). For additional information, contact Lissa Hammel, Vice President, Finance & Administration at 306-778-5935.

Send resume and cover letter, quoting competition #M2-26/27 to: gpchr@greatplainscollege.ca. Applications received prior to 4:00 pm on October 30, 2026 will be reviewed for this competition. We wish to thank all candidates who apply, however only those selected for interviews will be contacted.

The successful applicant will be required to complete a criminal background check that is satisfactory to Great Plains College.