



governWISE
ALLIANCE

Employment Opportunity

Position: **Finance Advisor Northwestern Ontario**
Status: Full-time Term, or Part-time
Opening Date: August 7, 2025
Preferred Candidate Location : Northwestern Ontario (remote position)

Posting Reference #: GW - 202501
Contract End Date: One Year (high probability of extension)
Closing Date: Open until filled
Salary Range: \$64,464.40 (starting)
\$65,938.60 (after 3 months)

Be Part of a Growing Movement for First Nations Governance

governWISE Alliance, a division of Nookiiwin Tribal Council, is dedicated to supporting all Ontario First Nations in strengthening governance and building long-term capacity. We believe sustainable change starts from within-and through collaboration, innovation, and empowerment, we're shaping a future led by confident, skilled, and knowledgeable Indigenous leaders. governWISE is not just a program-it's a powerful, community-driven movement rooted in Nation-building.

An Exciting Opportunity to Ignite Change

Are you ready to create a meaningful impact in First Nations communities? We're looking for a passionate, experienced forward-thinking **Finance Advisor** to join our dynamic and purpose-driven team. This is more than a job, it's a unique opportunity to be part of a movement that aims to transform governance across Ontario by empowering community leaders.

Your Role: Support, Empower, and Build Capacity

As **Finance Advisor**, you will collaborate closely with the governWISE Alliance team and work directly with First Nation finance personnel across Ontario with special focus on Northwestern Ontario First Nation Communities. You will identify needs and workplans based on our established processes and provide hands-on training and feedback both in person and remotely, to help strengthen financial capacity meeting each community where they are at! If you're motivated by purpose, eager to grow, and passionate about supporting Indigenous-led progress, we'd love to hear from you!

Key Responsibilities:

- Build and maintain positive, trust-based relationships with First Nation leadership and administrative staff.
- Respond in a timely fashion to inquiries and provide clear, expert guidance on First Nation finance practices and procedures.
- Support communities in enhancing or establishing effective financial policies, practices, and systems.
- Assist, train and provide guidance in budgeting, audit preparation, workplans and strengthening internal financial controls.
- Develop, maintain and organize documentation including workflows, training materials, and reports
- Collaborate closely with the governWISE team and key stakeholders to support capacity building initiatives
- Deliver and or prepare relevant and practical training sessions, presentations and workshops – in person and virtually.
- Contribute to feedback, planning and facilitation of webinars, workshops, special events, trade shows and more
- Identify and implement solutions that improve financial processes and overall organizational efficiency.
- Actively participate as a member of the governWISE Alliance team, supporting the mission to "Ignite Action to Strengthen the Future" You will have the opportunity to participate and be exposed to all key areas of governance.
- Travel to communities, conferences, and workshops is required

Preferred Qualifications:

- Minimum post secondary education college diploma in business administration, finance, accounting or a related field combined with First Nation finance, or Band Administrator experience.
- 1-2 years experience in a finance, accounting or senior administrative role, within a First Nation organization

- Working knowledge of Canadian Public Sector Accounting Standards, an asset
- Experience with financial analysis and Indigenous Services Canada financial reporting requirements.
- An appreciation of and interest in First Nation cultures and community aspirations is required.
- Must be highly accurate, detail oriented, self-motivated, and able to work both independently and as a team member.
- Advanced working knowledge of any Financial Software
- Advanced working knowledge of excel; strong analytical and report writing skills, excellent organizational and time management skills required.
- Must have valid Ontario Driver's License and access to reliable transportation.
- Successful completion of a Level 1: Police Criminal Record Check (PCRC)

What We: Offer:

- Competitive Salary
- 35-hour work week - remote position
- Employer 100% paid benefits and RSP match
- A safe culture of continuous learning and opportunity for growth

Interested applicants should apply online at www.indeed.com by submitting your cover letter, resume, and 3 work-related references to:

Attention: Human Resources, governWISE Alliance

Only candidates who meet the qualifications and are granted an interview will be contacted.

governWISE Alliance, a division of Nookiiwin Tribal Council is an equal opportunity employer and is committed to providing employment accommodation in accordance with the Canada Labour Code and Accessible Canada Act. If you require accommodation to apply or if selected to participate in an assessment process, please advise Human Resources.