

SENIOR ACCOUNTANT

Competition # SA 26-056

Finance

Permanent, Full-Time, 80 Hours Bi-Weekly/1.0 FTE: Days

Why Join us?

Our ideal team member is passionate about making a difference and is committed to empowering the young people we support. If you join our team, you can expect a challenging, rewarding and fulfilling career. Marymound offers a supportive and rewarding work environment, including competitive salaries, comprehensive benefits, a company-matching RRSP pension program for eligible positions, meaningful opportunities for growth and advancement, ongoing professional development, wellness initiatives, and access to Elders and Indigenous Cultural Services. From time to time, our Sous Chef surprises staff with fresh Bannock or breakfast treats, adding a warm touch to our workplace culture.

POSITION SUMMARY: The Senior Accountant provides accounting expertise to support accurate financial reporting, regulatory compliance, and strong financial controls across the organization. The Senior Accountant works closely with the Controller and is responsible for month-end close activities, detailed financial analysis, program reporting, and monitoring of accounting processes and compliance.

WORKING CONDITIONS: Full-time, working mostly business hours Monday through Friday. May be required to work after hours to meet deadlines. Sitting for long periods of time in an office environment,

DUTIES AND RESPONSIBILITIES:

- Prepare and post journal entries, including accruals, deferrals, allocations, and corrections.
- Lead the preparation of month-end schedules and reconciliations for balance sheet accounts.
- Ensure accurate recording of program and department activity.
- Support the timely and accurate completion of the monthly financial close process in accordance with established schedules.
- Maintain program-level accounting and prepare monthly budget-to-actual reports.
- Analyze variances and prepare explanations for review by the Controller and Director of Finance.
- Provide technical support to A/R and A/P processes and assist with complex transactions.
- Assist with monitoring compliance with funding agreements and grant conditions.
- Support cash flow tracking and accuracy of revenue recognition.
- Prepare regulatory filings and funder reports.
- Ensure proper documentation and audit trails for financial transactions.
- Maintain high standards of data accuracy in the general ledger, support information system maintenance and upgrades, and maintain the chart of accounts.
- Support cross-training and knowledge sharing within the Finance team.

QUALIFICATIONS:

- CPA designation required.
- Five years of experience in accounting, auditing, budgeting, financial analysis or other financial activities are required.
- Experience in a nonprofit or fund-accounting environment is an asset.
- Strong understanding of Canadian charity and payroll compliance requirements.
- Advanced proficiency with accounting systems and Excel.
- Satisfactory Criminal Record and clear Vulnerable Sector checks.
- Clear Child Abuse Registry and satisfactory Prior Contact checks.

Marymound offers competitive salaries, comprehensive benefits and pension package for qualified positions, opportunities for growth and advancement, professional development opportunities, wellness programming, access to Elders and Indigenous Cultural Services and much more!

We are committed to building a diverse, inclusive, and equitable workplace. We welcome applications from individuals of all backgrounds, and we strongly encourage First Nations, Métis, and Inuit candidates to self-identify in their cover letters.

Request for reasonable accommodation will be made available for those who may be affected by a barrier in respect of the materials or activities used in the assessment or selection process.

Close Date:

May 31, 2026, at 11:59 pm

Internal Applicants:	Submit 'Internal Application Form' with cover letter and current resume
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External Applicants: ***Please include a cover letter outlining your interest in this position and how your skills and experience make you a strong fit for Marymound, along with your résumé and references, and submit your application to:***

Competition # SA 26-056E-mail: careers@marymound.com

*We thank all who apply and advise that only those selected for further consideration will be contacted.
Employment opportunities are advertised on our website: www.marymound.com*