Ontario Aboriginal Housing Services

Position: Controller
Closing: Posting will close November 17, 2026
Term: Full Time (35 hours per week)
Salary Range: $96,200- $113,040

Our Vision is "to lead the design, development, and delivery of sustainable and culturally appropriate housing that promotes excellence in the Indigenous community and organizational infrastructures."

We are currently seeking a Controller. Our Finance Team is located in Sault Ste. Marie, ON; however, consideration will be given to candidates who can attend offices under a hybrid work arrangement in Sault Ste. Marie, Dryden, London, Hamilton, Timmins or Peterborough.

Reporting directly to the Chief Financial Officer, the Controller is an integral operational leader responsible for unifying financial controls, accounting compliance, and enterprise technology infrastructure. This role bridges day-to-day financial operations with IT systems strategy, ensuring fiscal soundness, robust risk management, and scalable technology alignment. The successful candidate will provide CPA-level governance for core financial reporting, directly manage the accounting and IT teams, and act as a key operational lead in modernizing our core systems. The successful candidate will hold an active CPA designation paired with strong systems acumen, bringing an organized, goal oriented, and enthusiastic approach to supporting safe, affordable housing as a stable foundation for Indigenous communities.

PLEASE APPLY ON OUR CAREERS PAGE:
https://careers.risepeople.com/ontario-aboriginal-housing-support-services-corporation/en

Ontario Aboriginal Housing Services welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process. Ontario Aboriginal Housing Services also welcomes and supports diversity including those who identify as 2SLGBTQQNBIA+.

In meeting the objectives and vision of the organization, preference will be given to qualified individuals of First Nation, Métis, or Inuit ancestry, and are asked to self-identify on their cover letter.

Please note that you are encouraged to apply early as interviews will be scheduled as applications are received.

We thank all candidates who choose to apply, however, only those selected for an interview will be contacted.

Compensation and Rewards:
In return for your ongoing excellent performance, strong work ethic, and commitment to our vision, mission, values, strategic plan, and the people we serve, Ontario Aboriginal Housing Services offers a comprehensive compensation package. **This comprehensive rewards package includes:**

- Challenging and fulfilling work; an inclusive and supportive team; and a work environment steeped in and guided by Indigenous culture;
- Comprehensive medical & dental benefits + company vehicles available for fieldwork;
- $2000 Health Spending Account + $2000 Wellness Spending Account per employee;
- Company RSP matching program
- Additional paid holidays (in addition to statutory holidays) include Louis Riel Day, National Indigenous Peoples Day, Indigenous Verterans Day, and Easter Monday;
- Opportunity for cultural, educational, and other approved leaves;

- Supported training opportunities for personal and professional development while reciprocally enhancing organizational capacity; and
- A competitive salary in the pay band B9- $96,200- $113,040.

Duties and responsibilities will include, but not be limited to the following:

1. Full-Cycle Accounting & Financial Operations

- Oversee day-to-day accounting operations, including billing, accounts receivable, accounts payable, general ledger, and payroll-related accounting and reconciliations.
- Manage the month-end, quarter-end, and year-end close processes, ensuring accurate and timely financial statements in accordance with applicable accounting standards.
- Maintain strong financial controls, account reconciliations, working papers, and supporting schedules; identify control gaps and recommend practical improvements.
- Coordinate preparation of audit schedules and supporting documentation and serve as a key finance contact for external auditors.
- Ensure consistent application of accounting policies and support compliance with funding, contractual, and reporting requirements.

2. Financial Systems, ERP & Process Improvement

- Support the continued improvement, configuration, and effective use of the organization's ERP and related financial systems.
- Participate as a finance lead or subject matter expert in ERP or financial-system implementations, migrations, upgrades, integrations, data validation, testing, and process redesign.
- Partner with internal stakeholders and technology resources to improve data quality, reporting, workflow efficiency, and financial-system controls.
- Identify opportunities to reduce manual processes through standardization, automation, and improved system use. ERP migration experience is considered a strong asset.

3. Finance Team Support & Cross-Functional Collaboration

- Provide day-to-day guidance and technical accounting support to members of the Finance team, consistent with the responsibilities assigned to the position.
- Collaborate with program and operational teams to strengthen financial processes, resolve accounting issues, and improve the quality and timeliness of financial information.
- Support the Chief Financial Officer in finance transformation, policy, reporting, and other priority initiatives.

To qualify for this role, the successful candidate will have the following qualifications and skills:

- Knowledge of and an appreciation for Indigenous culture and a values system that believes in holistic wellness and in assisting people to become and stay safely housed.
- Active Chartered Professional Accountant (CPA) designation in good standing is required.
- Approximately 5-8 years of progressive accounting and finance experience, with meaningful responsibility for financial reporting, full-cycle accounting, budgeting, controls, and audit support. Controller or senior accounting experience is required.
- Experience with ERP or financial-system implementation, migration, upgrade, integration, or optimization is a strong asset.
- High proficiency in Microsoft Excel and strong financial analytical skills are desired.
- Proven ability to communicate financial information clearly to finance and non-finance stakeholders.
- Excellent organizational skills, attention to detail, and ability to manage competing deadlines.
- Experience in non-profit organizations, social housing, real estate development, or property management is an asset.

- Ability to adapt readily to new technologies, with an aptitude for using artificial intelligence (AI) and automation tools to simplify workflows, reduce manual effort, and improve process efficiency;

Conditions of employment:

- Ability to travel throughout the province of Ontario as required (limited);
- Valid Ontario Driver's License;
- Safe driving record (3 year driver record search);
- Ability to work varying hours/days;
- Valid CPIC clearance (Criminal Records Check) and/or Vulnerable Sector Check; and
- References.

"Every Relative. Every Home. Every Community. In a Good Way."