



## Wesway Inc.

### Controller

Thunder Bay, Ontario

Wesway is seeking a hands-on, mission-driven finance professional who is flexible, innovative, and responsive to client needs. In our people-centered nonprofit, your role is more than just the numbers — you'll be a trusted partner, advancing community care. Rooted in values of equity, diversity, inclusion, and belonging, you'll help build organizational capacity by mentoring staff and fostering team development to strengthen financial stewardship. With a forward-thinking mindset and a deep connection to our mission, you'll play a key role in supporting sustainable growth and meaningful impact.

### Our History

Founded in 1973, Wesway Inc. began in Thunder Bay, led by volunteers to support families of children with intellectual disabilities. Starting with a small home-based respite model, Wesway evolved into a flexible, community-based program. By the mid-1980s, our respite services expanded to include support for adults with disabilities and seniors with complex health conditions.

Today, Wesway continues to respond to family needs by expanding into rural communities and launching pilot projects that have become permanent services. In 2023, Wesway celebrated 50 years of service and now supports families across Northern Ontario.

### Our Vision

Wesway envisions a community where every caregiver feels supported, empowered, and valued. We aim to build an inclusive network of care that honours caregivers' lived wisdom and adapts to their unique needs with compassion and innovation. The Controller will contribute to this vision by fostering strong financial management and risk mitigation practices that support Wesway's long-term sustainability and mission-driven growth.

### Responsibilities

Reporting to the Executive Director, the Controller is a senior leader responsible for overseeing Wesway's financial and IT operations. This role ensures alignment with Wesway's values, policies, and funder requirements, while maintaining compliance with relevant legislation. As a member of the Senior Management Team, the Controller will contribute to strategic planning, cross-functional collaboration, and organizational leadership.

Specific responsibilities include, but will not be limited to:

#### Finance Management

- Ensure timely and accurate financial reporting, allocations, government filings, and ministry budget submissions
- Maintain the chart of accounts and general ledger through proper coding and period posting
- Oversee accounting systems and controls; recommend and implement financial software

- Manage asset inventory and account for capital acquisitions/disposals; coordinate annual audits, including year-end entries and liaison with auditors
- Administer payroll, including records, adjustments, remittances, ROEs, and T4s
- Provide financial analysis to support HR, union, and service management
- Manage departmental budgets and approve expenditures within designated limits
- Serve as an authorized signing officer for Wesway; prepare and file financial documents (e.g., charity tax return, WSIB, EHT reconciliations)
- Advise the Executive Director and Board on financial matters and organizational liability; support Board reporting, including Executive Limitations Financial Monitoring Reports

### **Information Technology (IT) Management**

- Oversee daily IT operations, cybersecurity, and data protection compliance
- Ensure IT systems and procedures support operational efficiency and best practices, recommending and overseeing the implementation of IT policies and upgrades to hardware, software, and network systems

### **Leadership & General Management**

- Supervise, coach and mentor staff to meet organizational goals; identify learning opportunities, and contribute to positive labour relations
- Collaborate with the Senior Management Team to align financial and IT plans with organizational goals, engaging in cross-functional decision-making and resolving agency-wide issues with a spirit of cooperation
- Lead or participate in committees, task groups, and organization-wide initiatives
- Operationalize best practices and contribute to program evaluation and continuous improvement
- Advise the Executive Director on risk management and other factors affecting the integrity and liability exposure of the corporation

### **Qualifications & Experience**

- Bachelor's degree in Business Administration, Commerce or similar, with a major in Accounting or Finance
- A professional accounting designation (CPA, or similar)
- Minimum of 5 years' experience in a comparable financial role with progressively increasing leadership and responsibilities
- Solid understanding of Generally Accepted Accounting Principles (GAAP)
- Proven experience managing nonprofit finances, including budgeting, fund accounting, government reporting, and compliance with charitable regulations
- Familiarity with external audit processes, CRA filings, WSIB, EHT, and other statutory requirements
- Ability to produce and interpret financial reports to support strategic decision-making, HR planning, and service delivery

- Experience with payroll systems (preferably ADP Workforce), employee records, remittances, and year-end reporting (e.g. T4s, ROEs)
- Strong knowledge of accounting software (e.g. MS Dynamics) and Microsoft Excel
- Knowledge of IT infrastructure, data protection regulations, and cybersecurity best practices
- Working knowledge of MIS reporting, legislation and bills governing accounting and financial reporting
- Demonstrated ability to work cross-functionally, lead initiatives, and contribute to organizational strategy and continuous improvement
- Strong interpersonal, communication and analytical skills
- Understanding and commitment to equity, diversity, inclusion, and belonging in financial and operational practices
- Valid driver's license and access to a reliable vehicle required

If you're a finance leader looking for an opportunity to utilize your knowledge and experience in an impactful mission-driven organization, this role may be for you! Qualified applicants are asked to submit a resume and cover letter to Doane Grant Thornton LLP via email at [ClientApplications@doane.gt.ca](mailto:ClientApplications@doane.gt.ca) citing "Controller – Wesway Inc." in the subject line no later than September 11, 2025.

We strive to provide effective and efficient community services and do so by encouraging a collaborative, cohesive team. As such, this position will be required to work on-site in our Thunder Bay office.

We appreciate all expressed interest in this position; however, only candidates selected for interviews will be contacted. No phone calls please.

This position offers a salary range of \$95,000 - \$105,000 annually, commensurate with knowledge and experience, and aligned with Wesway's commitment to equitable and sustainable compensation practices within the nonprofit sector.

**Additional benefits:**

- Paid vacation and management leave time
- Paid sick leave

Upon successful completion of a 6-month probationary period, the Controller will be entitled to:

- Comprehensive employer-paid health and dental
- DCPP contributions of 6%

We encourage and consider applications from all qualified individuals, regardless of race, religion, color, gender identity or expression, sexual orientation, national origin, disability, age, or those of other minority groups.