

Job Posting – Senior Financial Analyst

Full-time, Regular

The Canadian Mental Health Association Manitoba and Winnipeg is part of a 100-year-old nation-wide non-profit organization that promotes the mental health of Canadians and supports the resilience and recovery of people experiencing mental illness.

CMHA Manitoba and Winnipeg is committed to our workforce reflecting the diversity of the communities within which we work. As such, we encourage applications from persons with disabilities, members of visible minorities, First Nations, Inuit, and Métis people, people of all sexual orientations and genders, and others who may contribute to the diversity of our staff. Personal experience with mental illness and or addiction, either through self or a loved one, is an asset.

The Opportunity

We have a full-time position available for a Senior Financial Analyst to work within CMHA's Finance department. CMHA is a unionized mental health non-profit. The finance department is responsible for preparation of financial statements, maintenance of general ledger, bill payments, and other critical processes.

The Position

The Senior Financial Analyst will support strategic planning through advanced forecasting, modeling, and reporting. You will also oversee vendor partnerships that enhance financial workflows and cross-departmental collaboration. This is an ideal opportunity for someone with deep financial expertise and a strong grasp of business technologies who wants to create meaningful change within a mission-driven organization. A full job description is available on request.

The current targeted range for this position is \$66,469.61 to \$81,749.24 per year. Compensation will be determined through an assessment of relevant work experience and according to established out-of-scope salary scales, based on a 35-hour work week.

The Qualifications Required

- A completed degree or diploma in Accounting, Finance, Business, Commerce or a related field. Equivalent education and experience may be considered.
- Payroll Compliance Practitioner (PCP) certification or equivalent education.
- Four (4) years of progressively responsible experience in an accounting or finance role.
- Experience implementing or supporting business systems or digital financial tools.
- Experience with budgeting, financial reporting, reconciliation, forecasting, and financial

modeling to support organizational planning.

- Vendor relationship and contract management experience.
- Demonstrated knowledge of GAAP, Payroll, and financial reporting requirements.
- Knowledge of payroll compliance regulations and collective agreements.
- Understanding of data visualization tools (e.g., Power BI), database software or enterprise resource planning (ERP) systems.
- Proficiency in Excel (e.g., pivot tables, VLOOKUP, formulas), financial software (e.g., QuickBooks), and cloud-based business platforms.
- Excellent analytical, problem-solving, organizational, and communication skills.
- Provided criminal record check with vulnerable sector search and both an adult and child abuse registry check, with results deemed satisfactory to the CMHA.
- Legally entitled to work in Canada.
- Proven history of dependable performance and conduct.

Preferred

- Project Management certification or training.
- Experience working in the non-profit sector, particularly with multiple funders.
- Previous involvement in internal and external audits.
- Experience working in a unionized environment.
- Knowledge of social services or mental health sector funding structures.
- Proven ability to mentor and guide colleagues on financial matters.
- Strong interpersonal skills to build relationships with staff, managers, and external partners.

Total Rewards

CMHA offers an inclusive and respectful culture along with paid leaves for vacation, illness, bereavement, and mental health. A flexible working environment, supporting work life balance, with paid extended health, dental, employee assistance programming and life insurance benefits. A defined benefits pension plan is equally cost shared between CMHA and the employee, long term disability is 100% employee paid, when eligible. There is annual, budgeted support for professional development. Employees enjoy 12 paid general (statutory) holidays per year as well as a paid closure between December 24th at noon up to and including January 1st.

The Process

Please submit your resume and cover letter by December 4, 2025, indicating Competition Number **25-111** to careers@cmhawpg.mb.ca. CMHA will respond to requests for reasonable accommodations throughout the selection process.

VALUES

Work hard to listen | Support one another | Create strong connections | Be curious | Discover better ways |
Focus on impact | Serve with passion | Embrace IDEA – Inclusion, Diversity, Equity, Accessibility | Honour lived
experience | Believe it's possible