



Chief Financial and Operating Officer

Shawnigan Lake School, located on a stunning 900-acre property in the heart of the Cowichan Valley on Vancouver Island, is one of the oldest boarding schools in Canada. What started as a small preparatory school now has a co-ed enrollment of 545 students and over 200 staff. The campus is home to 560 full-time boarding students and 60 staff and their families. The students come to the school from over 30 countries, making a campus that is rich in diversity and culture. The school's purpose statement, "Inspire the best in each to create the best for all," and its mission statement, "Spark Minds, Kindle Hearts, Forge Futures," serve as beacons for staff and students. Shawnigan's world-class teachers inspire students to find and develop their intellectual passions. The coaches push students to discover their physical potential, and the fine arts instructors unleash the students' inherent creativity.


The Head of School has launched a search for a Chief Financial and Operating Officer who can help chart the further course of the school and drive operational and financial performance. The mandate of the CFOO encompasses a broad portfolio of departments, including Finance, IT, and Operations (food service, facilities, grounds, transportation, laundry, utilities etc). From a financial perspective, developing financing strategies for campus developments, program initiatives, and organizational enhancements, improving financial discipline, streamlining systems and processes, and improving reporting and the interface with parents are critical to success. The operations portfolio is quite extensive as the school operates as a small city with utilities, housing, property development, food service, recreational properties, laundry, transportation, security, and groundskeeping being critical to the well-being of students and staff. Driving operational performance and cost-effectiveness across these functions will be core to the CFOO's mandate.

Shawnigan Lake School is committed to [safeguarding](#) and promoting the welfare of children and young people and expects all staff (and volunteers) to share this commitment. Candidates will be required to undergo child protection screening appropriate to the post, including checks with previous employers and a vulnerable sector criminal record check.

JOB DESCRIPTION

CHIEF FINANCIAL AND OPERATING OFFICER

The ideal candidate is a CPA who brings a track record of success as a financial leader who has been a true business partner and confidant to their Head/CEO, helping them develop strategies and navigate the challenges to allow the organization to deliver on its strategic and



operational objectives. They have the ability to instill a culture of service and continuous improvement within an organization and their departments. Instilling financial discipline, enhancing business planning, advancing operational excellence, and driving sustainability will be at the core of their mandate.

From a personal perspective, the ideal candidate is respected for their ability to see opportunities when others see obstacles, developing creative solutions through collaboration and effective communication, instilling financial and operational discipline, mitigating risk, and being accretive to a culture that has integrity, collaboration, open communication, innovation, and excellence at its core. Their ability to build an engaged, empowered, and motivated team with a strong service orientation is valued by both their CEO/Head and peers.

This is an amazing opportunity for an operationally oriented financial leader to have an impactful leadership role in a truly global organization where you will be part of a team that is committed to developing the next generation who will have an impact in countries around the globe.

NEXT STEPS

To explore this opportunity further, please click [Apply](#).

We thank all applicants for their interest in this position. Please note that we will only be in contact with those individuals moving forward with our client.

Shawnigan Lake School is an equal opportunity employer committed to establishing an inclusive, equitable, and accessible environment for all. All qualified applicants will receive consideration for employment without regard to race, national origin, age, sex, religion, disability, sexual orientation, gender identity or expression, marital status or any other basis protected by applicable law.

Competition closes when filled.