



Director of Finance

Organization: The Miracle Channel Association and MCA Media Group

Reporting to: CEO / Board of Directors

Type: Full-time, Permanent

About Our Organization

The Miracle Channel is a registered Canadian charity that has broadcast faith-based programming across the country since 1996. We are committed to a professional, respectful, and positive workplace where team members work together to advance our mission. All staff are expected to treat one another with respect, including respect for differing beliefs and worldviews.

While we welcome team members from diverse backgrounds, we ask that all staff support and respect the organization's faith-based mission and values.

Core Mandate

Provide strategic and operational leadership for financial operations, donor stewardship, regulatory compliance, and risk management. The Director will ensure MCA maintains compliance with federal regulators (particularly Canada Revenue Agency and Canadian Radio-television and Telecommunications Commission) while supporting the organization's mission in a highly regulated environment. The role leads day-to-day financial activities, develops the finance team, manages cash flow, oversees key assets and property, and serves as a primary advisor to the CEO and Board on financial strategy, compliance, and related matters.

Location

Winnipeg, MB or Calgary, AB

Compensation

As a senior position within Miracle Channel, salary will be commensurate with your experience and qualifications. A comprehensive benefits package covering health care, insurance and retirement savings is also provided.

Key Responsibilities

- Lead the development and execution of financial strategy, including budgeting, forecasting, financial modeling, long-term planning, and cash flow management.
- Oversee all accounting operations: financial statement preparation, month-end/year-end closings, general ledger management, year-end audit, and cash flow optimization including foreign currency.
- Manage relationships with the financial institution and external auditors.
- Oversee donor and contribution management: ensure accurate processing of donations, compliant tax receipting, maintenance of detailed donor records, and robust internal controls.
- Manage regulatory compliance with strong emphasis on federal requirements (Canada Revenue Agency for charities, Canadian Radio-television and Telecommunications Commission for financial reporting, Canadian Media Fund for funding alignment, Independent Local News Fund, Canadian Broadcasters Rights Agency for copyright obligations, and federal/provincial nuances).
- Identify, assess, and mitigate financial, operational, regulatory, and property risks; implement proactive strategies.
- Provide facilities and property oversight for MCA assets (e.g., monitoring maintenance, lease administration, and utilities).
- Lead the external audit process, prepare reports for the Board, regulators, and funding agencies, and oversee responses to compliance inquiries.
- Lead, mentor, and develop the Finance team.
- Contribute to the strategic planning and risk management of our IT Systems. This includes cybersecurity, regulatory compliance, and developing relevant policies.
- Provide strategic advice to the CEO and Board on financial, compliance, and related matters; participate in senior leadership meetings.

Key Qualifications & Expertise Required

- Chartered Professional Accountant (CPA) designation in good standing with no disciplinary history.
- Minimum 5 years of progressive accounting/finance experience, with strong preference for federally regulated non-profits, charities, or similar organizations.
- High degree of integrity, attention to detail, and proactive problem-solving.
- Advanced proficiency in Excel.
- Must be a Canadian resident and legally eligible to work in Canada.

The Ideal Candidate Will Also Possess

- At least 2 years of Director-level experience.
- Demonstrated ability to lead teams, drive process improvements, communicate and handle sensitive situations with integrity.
- Experience with property/facilities management (leases, asset maintenance, bill management).
- Experience with Microsoft 365, QuickBooks and CRM software would be an asset.

How to Apply

Interested candidates should send their resume with cover letter to Human Resources at Jobs@miraclechannel.ca.