



Curling Canada is a National Sport Organization (NSO) and the leading expert and growth engine for Curling Excellence in Canada. Our exclusive purpose and function are to promote amateur athletics in the form of curling in Canada, on a nation-wide basis. We manage high performance programs (i.e., Team Canada,) select and manage national teams, and we have the exclusive right to name teams to World Competitions and Canadian Olympic organizations. We focus on serving our members (the Provincial, Territorial or Regional Curling Associations) and all of their associated clubs and curlers throughout Canada, with a plethora of services and resources from governance to marketing, to finance, data, and technology.

We are a growing team in Finance & Corporate Services, and we have an opening for a **Senior Accountant**

What You'll Be Doing

You will be providing support in all financial areas from daily accounting, forecasting/budgeting and expense management to analytics. Responsible for conducting high-level analysis of revenue, credit, expenses and overhead. Provide support in establishing new and innovative ways to improve business processes, tools, and reporting.

Responsibilities:

- Prepare monthly reports including budget variance analysis, management financial statements and supporting schedules.
- Responsible for month-end financial close process, including journal entries, balance sheet preparation, and reconciliations.
- Support financial processes such as Bank entries, P&L and balance sheet reviews, bi-weekly cheques and wires review and approvals.
- Gather and organize financial data from various sources/departments.
- Provide and ensure accuracy of coding for all corporate payables; ensure proper supporting documents are attached and that departmental approval is provided.
- Review monthly & quarterly GST/HST return; year-end audit.
- Provide support to ensure the full implementation of financial controls and procedures, as well as the updating, documentation, and implementation of existing controls.
- Ownership of ad-hoc projects and analysis to support business decision-making and mitigate risks.
- Assisting ensuring compliance and implementation of accounting standards.
- Supervise/oversee junior accounting staff and accounting activity.

What you Need To Be Successful

Come as you are. You are welcome here! Curling Canada is deeply committed to promoting diversity, advancing equity, and fostering a culture of inclusion. Therefore, we invite applications from marginalized and equity-seeking groups, particularly members of Black, Indigenous, and People of Colour (BIPOC) communities.



Required Skills/Experience

- Post-secondary education in Bachelor of Commerce, Accounting or a relevant field.
- CPA designation or working towards it.
- 5+ years of Accounting/Finance experience, preferably in non-profits
- Excellent written and oral communication skills with the ability to communicate effectively across all levels of the organization.
- Strong problem solving and trouble shooting skills allowing for efficient and effective identification of problems and the ability to apply appropriate solutions.
- Excellent technological skillset; advanced Excel skills including use of V-LOOKUPS, Pivot Tables, Conditional Formatting.
- Must be reliable, pro-active, and attentive to details.
- Excellent business acumen, interpersonal, and relationship building skills, high level of professionalism.
- Results oriented, provide impact and influence in organization through quality of work and innovation.

Additional Requirements

- Ideal candidates have a vehicle and a valid driver's license (for bank deposits, errands)
- English essential, both oral and written; bilingualism (English and French) is preferred.
- Our offices are in Orleans (Ottawa) and candidates will work within the office upon re-opening (on a schedule to be determined)
- We have a mandatory vaccine policy and as such the successful candidate must provide proof of vaccination or an exemption under the Ontario human rights code
- Candidates must also have the technical and physical ability to work from home in a healthy and safe environment, while supported by Curling Canada with the appropriate tools and equipment.

Ideally, we are looking for candidates who want a long-term role and who have the right work ethic, a lot of common sense and initiative and who thrive in a fast-paced, teamwork environment.

What We Offer

The salary range for this position starts at \$75,000 - \$90,000 depending upon experience. Curling Canada offers competitive benefits including RRSP matching. The incumbent may be provided a laptop and a cell phone if required to work from home.

Due to the volume of applications, only qualified candidates will be contacted. No phone calls or agencies please. We offer a welcoming, inclusive, and supportive environment with a focus on Teamwork and Collaboration. You will be heard! You will grow! We provide support for ongoing professional development and growth.

Curling Canada is compliant with the AODA – Access Ontario Disabilities Act. For access to our policy [click here](#). For feedback on our accessibility please email accessibility@curling.ca.