



## Vice President Finance & Administration

*Leadership that inspires generosity, partnerships and excellence to advance healthcare.*

Founded in 1996, the QEII Foundation fundraises and inspires generosity to advance health care at the QEII Health Sciences Centre. With financial support from all levels of the community, the Foundation helps fund new technologies, medical research, innovation and professional education that contribute to life-changing moments experienced every day by patients and their loved ones. On an annual basis, the QEII Foundation raises an average of \$24 million in revenue and manages \$100 million in assets to fund key priorities that align donor interests and those that transform health care today and for the future. The QEII serves as the Halifax community hospital for immediate care and emergency services and the specialized care centre for Atlantic Canada in areas such as heart health, cancer care, neurosurgery, and organ transplantation. The Foundation fulfills its mission by collaborating with clinicians, health professionals, researchers, governments, philanthropists, community leaders, donors, and volunteers.

The Foundation has embarked on its most ambitious chapter – one that will directly improve health outcomes and the community's well-being over the next 50 years. The Foundation has launched the largest capital campaign in its history and, in fact, the largest healthcare fundraising campaign ever in Atlantic Canada. The \$100 million campaign and redevelopment of the QEII Health Sciences Centre is a once-in-a-generation opportunity for generous donors to be part of transforming the way health care is delivered.

The QEII Foundation is seeking a Vice President of Finance and Administration (VP) to provide strategic leadership in financial and administrative operations. Reporting to the Chief Executive Officer and working closely with the Board of Directors' Finance & Audit and Investment Committees, the VP is a key member of the executive leadership team. They play a critical role in setting priorities and

organizational direction in finance, human resources, and information technology, enabling the QEII Foundation to achieve its goals and support its mission of inspiring generosity to advance health care at and through the QEII.

The VP Finance and Administration is responsible for providing financial oversight including investment management, financial reporting, cost management, cash flow forecasting, data/analysis and insights, budgeting, capital deployment, tax compliance, and regulatory filings. They oversee accreditation standards compliance and fiscal and fiduciary responsibilities for the organization. They also oversee donor processing activities along with the human resources, information technology, legal/risk management, and business planning portfolios, ensuring that all related policies and procedures effectively support the organization's day-to-day operations. A trust builder with strong communication and interpersonal skills to complement their keen financial acumen, the VP is instrumental in fostering and nurturing QEII Foundation's valued internal and external relationships.

The ideal candidate has an undergraduate degree in finance or accounting with a CPA designation. They will bring at least seven years of senior leadership experience in financial and accounting management, as well as sound analytical thinking, strategic planning, and board governance experience. Experience in a large not-for-profit or fundraising environment and with real estate management are assets, as this role is involved with key functions of the QEII Home Lottery program. The successful candidate will be a values-driven team player and leader with the inherent ability to collaborate with colleagues and build strong internal relationships and external partnerships. The VP thrives in a dynamic and complex environment and is dedicated to making a meaningful impact on advancing health care.

To learn more about the QEII Foundation, please visit: <https://qe2foundation.ca/>.

Royer Thompson is committed to presenting a diverse and inclusive roster of candidates to our clients. We welcome and encourage applications from the following underrepresented groups: Indigenous persons, racially visible persons, persons with a disability, women, and persons of a minority sexual orientation and/or gender identity. If you are a member of one of these underrepresented groups, we invite you to self-identify on your cover letter or resume.

The QEII Foundation will provide accommodations to applicants with disabilities. If you require an accommodation(s) to participate in the application, interviewing or selection process, please contact Edgarson Moxey at [emoxey@royerthompson.com](mailto:emoxey@royerthompson.com).

Please submit your resume and interest online by clicking "[Apply](#)". For further information about this opportunity, please contact Erica Armstrong ([earmstrong@royerthompson.com](mailto:earmstrong@royerthompson.com)) or Dominique Roche ([droche@royerthompson.com](mailto:droche@royerthompson.com)) in confidence.

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