



TABOR VILLAGE

Providing Care from the Heart



Opportunity Profile

DIRECTOR OF FINANCE

TABOR HOME SOCIETY

NELSON/KRAFT
AND ASSOCIATES

POSITION SUMMARY

Today in BC, seniors outnumber children, a trend that will only accelerate in the decades to come.

Tabor Village is looking to the future and embarking on strategies to meet the needs and demands of senior care, from independent living, to assisted living, to complex care. To that end, Tabor Home Society seeks a Director of Finance with a passion and drive to be an innovative leader in senior health care.

Under the general direction of the Executive Director, the Director of Finance, as part of the management team, is responsible for planning, organizing, directing and controlling financial services for Tabor Home Society and its operating divisions in accordance with generally accepted accounting principles and in accordance with the Ministry of Health and Fraser Health Authority guidelines.





OUR STORY

Tabor Village, a faith-based not-for-profit, founded in Abbotsford by members of Mennonite Brethren churches in Vancouver and the Fraser Valley, has been caring for seniors for nearly 60 years. With over 400 employees and staff, Tabor Village is dedicated to helping seniors live life to the fullest by being committed to their physical, mental, emotional and spiritual well-being.

From its small beginnings as a 39-bed care home, Tabor Village today offers independent living, assisted living and complex care in four separate residences on two campuses.

- Tabor Home – A complex care facility with 118 beds
- Valhaven – A complex care facility with 26 beds
- Tabor Court – An assisted living residence with 104 units
- Tabor Manor – A 38-unit independent living apartment

OUR FUTURE



Senior care is changing as we anticipate seniors living longer, more active lives and desiring community, connection and independence, even for those who require complex care. Tabor Village is leading the way, embarking on a multi-phase 10-year plan to update and create new residences and programs for Tabor Village.

The first phase will include replacing Tabor Home Complex Care building with a new, innovative Complex Care Residence based on the "Household Model" and adding 60 units of assisted living suites to the existing Tabor Court building. Seniors will have private bedroom suites located in a small home design that includes an open kitchen, family dining room, living room, den and access to outdoors. The design creates a vibrant living community that allows for flexible routines and personal preferences while nurturing a safe home-like experience. The new facility will hold 11 "households" on six floors, with 14 residents in each household.

Phase Two will see the construction of a second Independent Living facility and Phase Three will add a Community Centre and Chapel complex so a complete Campus of Care can be offered to residence.



OUR MISSION

Tabor Village is a vibrant community where seniors experience "care from the heart" with Christian compassion and respect.

OUR VISION

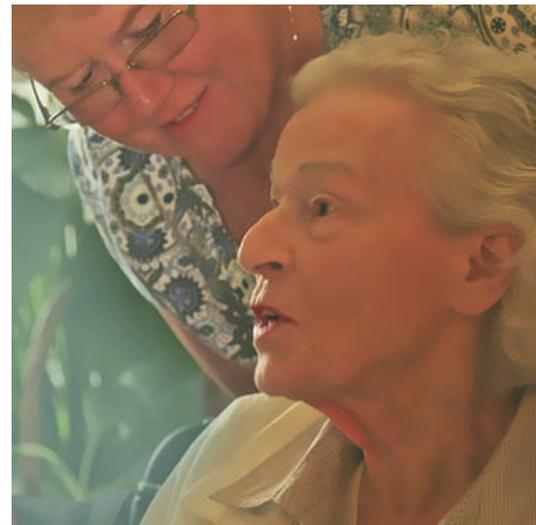
Tabor Village is at the forefront of seniors care and innovation, an employer of choice, a charity of choice, with an increased number of volunteers and a renewed campus of care.

OUR VALUES

The in-dwelling love of God, the transformation character of Jesus Christ and the inner energizing of God's Spirit are the key dynamics which inspired our founders and our present leadership who have continued to provide service to seniors.

KEY RESPONSIBILITIES

- Participates in reviewing and addressing site-wide administrative issues as a member of the Tabor Home Society Management Team.
- Responsible for planning, organizing, monitoring, and evaluating finances, accounting and budgeting at Tabor Home Society, within the parameters of the approved strategic plan and the direction of the Executive Director (ED).
- Analyzes current financial indicators and trends, and advises the Executive Director and the Board's Finance Committee on strategies to achieve optimal outcomes.
- Responsible to ensure the preparation of annual budgets in accordance with sound financial principles, the strategic plans of Tabor Home Society, and the financial goals established by the Management Team and the Board.
- Ensures the timely and accurate preparation of monthly, periodic, and year-end financial statements, and provides relevant detail and interpretation to the ED, the Finance Committee and the Board of Directors, including reporting on significant variances from budget.



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- Responsible for ensuring appropriate preparation for year-end financial audits and implementing recommendations as agreed upon by the auditors, the ED and the Finance Committee.
 - Responsible for the development, implementation and monitoring of effective financial controls as required by the auditors, government agencies, the Finance Committee, and the ED, including purchasing policies, signing authority protocols, payroll procedures and other control systems.
 - Responsible to ensure the timely and accurate submission of financial reports required by the ED, Tabor Board, Tabor Finance Committee, Fraser Health or other government agencies.
 - Advises on investment and borrowing strategies and implements investing and borrowing decisions as directed by the ED and the Finance Committee.
 - Hires, coaches, evaluates, and terminates finance management staff and makes recommendations on the optimum utilization of finance personnel.
 - Performs other duties as may be required.



EDUCATION

- Completion of an accounting designation, C.P.A.
- Minimum of seven years recent experience in a senior accounting position or a combination of education and accounting experience considered acceptable by Tabor Home Society.
- BC long term health care experience preferred.

PHILOSOPHICAL ALIGNMENT

- Personal beliefs and values are in harmony with the values of Tabor Home Society and its Board of Directors.

SKILLS & ABILITIES

- Knowledge of current applicable legislation and professional standards.
- Ability to analyze, plan and manage within fiscal, physical and human resource constraints.
- Working knowledge of computerized financial and accounting systems.
- Ability to develop and maintain effective interpersonal and productive working relationships and to communicate in a cooperative and responsive manner.
- Demonstrated initiative in keeping abreast of advances in accounting and information technology services through active participation in continuing education and professional self-development.

SEARCH PROCESS

OUR SEARCH TEAM



MARK KRAFT
LEADING THE SEARCH

mark@nelsonandkraft.com
778.982.4427

Mark is a trusted and sought-after executive search leader, with over 20 years of combined experience in the public and private sectors. Bringing a deep level of care and commitment to his clients, Mark has successfully led over 100 executive talent searches across Canada, for roles ranging from CEO to CFO, to COO. With his breadth and depth of experience, Mark has become a respected advisor and go-to expert for non-profit, charity, and faith-based organizations looking to source top executive talent.



TIM WARKENTIN
SUPPORTING THE SEARCH

tim@nelsonandkraft.com
604.562.4906

Tim is a certified coach, strategic planning facilitator and Birkman consultant. He brings thirty years of leadership development experience as an effective partner with not-for-profit leaders and organizations. Tim's consistent contribution is successfully guiding a process to achieve the clarity and perspective necessary to reach strategic, operational and financial goals.

ESTIMATED SEARCH TIMELINE

While every search is dynamic and time frames are hard to predict, the following is an overview of the expected timeline for this search:

Application Deadline: February 15, 2022

Start Date: April 1, 2022 or sooner

Location: Abbotsford, BC

HOW TO APPLY

Forward your resume and cover letter to info@nelsonandkraft.com.

Please note, qualified candidates for this search must be a Canadian resident at the time of application.

Nelson/Kraft & Associates Inc. welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.