



Haldimand-Norfolk  
**REACH**

*supporting children, families, communities*

Haldimand-Norfolk REACH is a multi-service agency, providing Autism & Behaviour Services, Child & Youth Mental Health Services, Developmental Services, Youth Services, Adult Counselling Services, and several Early Learning Intervention & Care services including EarlyON Child & Family Centres and the Community Action Program for Children.

H-N REACH serves as the Lead Agency for Haldimand-Norfolk Child & Youth Mental Health Services, Coordinated Service Planning and the Student Nutrition Program in the Hamilton/Niagara Region. Through our Contact Unit, the agency serves as the single point of access for a variety of children's services.

H-N REACH is recognized as a local leader in community education, advocacy, inter-sector collaboration and Community Service Planning.

## **Finance Unit**

### **ACCOUNTING SUPERVISOR**

*Full-time, Temporary, Salaried*

**Ref. #2024-26**

Reporting to the Finance Manager, the Accounting Supervisor oversees and provides support to the activities and employees of the Finance Unit.

#### **Responsibilities:**

- Assist with annual budget development
- Year-end file preparation
- Preparation of internal/external reports
- Provide back-up coverage for the Finance Manager.

#### **Qualifications:**

- CPA designation with five years accounting experience at a supervisory level
- Detail oriented
- Excellent problem solving and time management skills
- In-depth knowledge of Adagio and Excel
- Familiarity with non-profit/fund accounting an asset
- Criminal & Judicial Matters Record Check, Children's Aid Society Declaration/Release
- Possession of a valid driver's licence, \$2 million liability insurance, clear Driver Abstract and use of a vehicle.

**Please submit a cover letter (citing the reference # above) & resume by email to [jobs@hnreach.on.ca](mailto:jobs@hnreach.on.ca) by May 21<sup>st</sup>, 2024 to:**

Lynn Tessaro, Human Resources Manager

**Haldimand-Norfolk REACH**

101A Nanticoke Creek Parkway, Townsend, ON, N0A 1S0

**Website:** [www.hnreach.on.ca](http://www.hnreach.on.ca)

*Please contact us if you require accommodation  
Only those selected for an interview will be contacted  
A United Way member Agency*



**COME GROW WITH US**

Join the REACH team to make a meaningful difference  
in people's lives every day!