The Legal Services Board of Nunavut (LSB) is responsible for providing legal services to financially eligible Nunavummiut in the areas of criminal, family, and civil law. LSB is governed by a territorial Board of Directors comprised of a GN representative, a Law Society representative, three regional representatives, and two members-at-large. The GN Minister of Justice appoints all LSB Board members. Legal services are provided through three regional clinics, each of whom has a regional board of directors.

The Comptroller’s role within the LSB is to ensure the provision of all financial and administrative support services to the Legal Services Board in accordance with related legislation, regulations and policies.

The Comptroller Trainee will be trained to assume the responsibilities of the Comptroller position. The period of training and development expectation prior to promotion will be dependent on the incumbent’s experience and training needs. Advancement depends upon the individual’s demonstrated desire, performance and capabilities in conjunction with successful completion of the training plan.

Experience The highly qualified applicant will have previous experience in developing and monitoring budgets; developing, maintaining, implementing, and evaluating financial policies and procedures; creating and completing financial reporting systems; overseeing payroll and accounts payable and receivable; managing outsourced financial activities; and an ability to do a financial analysis of program and service delivery issues. He or she will also have a background or interest in management, and a desire to advance and complete a professional accounting designation.

Job Requirements and Qualifications Preference will be given to Beneficiaries of the Nunavut Land Claims Agreement. The incumbent should have a University Designation, preferably in the accounting, financial, or management field. It is required that the Comptroller hold a professional accounting designation, so the trainee will be expected to enroll in and complete their CPA designation. A criminal record check is required. Equivalencies that consist of a combination of education, knowledge, skills and abilities to formal education and experience requirements will be considered.

Work hours are Monday through Friday, 9 am to 5 pm, but additional work beyond regular business hours may be required to meet training goals.

The closing date for this full-time position is October 11, 2019.

Please submit resumé to:
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