



WHO WE ARE LOOKING FOR:

The *Winnipeg Civic Employees' Benefits Program* (WCEBP) is seeking an experienced Corporate Controller to oversee the financial operations of its pension and benefit plans, managing \$10 billion in assets under administration. Reporting to the CFO, this role ensures accurate financial reporting, compliance with legislative requirements, and effective internal controls. The Corporate Controller also provides leadership to the Finance & Administration team and supports governance activities through Audit and Investment Committees.

We are looking for a dynamic leader with strong attention to detail and the vision to drive positive process improvements, making a meaningful impact on the organization's continued success.

OUR COMMITMENT TO YOU:

- We are a team of dedicated professionals striving to create one of Canada's best-managed pension plans.
- We offer opportunities for continuous learning and leadership growth.
- We support your well-being through comprehensive physical, mental, and financial wellness programs.
- We are committed to Diversity, Equity, and Inclusion, fostering a workplace where everyone thrives.

WHAT WE OFFER YOU:

- A competitive salary and benefits package that includes vision and dental coverage, optional extended health benefits, generous vacation allotment and a defined benefit pension plan.
- Flexible work hour options.
- Employee & Family Assistance Program (EFAP).
- Training and mentoring to support your career development with us.
- A growth trajectory that extends upward and outward, providing you with supplemental education and encouraging you to develop new skills.
- A strong work-life balance.

ABOUT THE WCEBP

With origins dating back more than 100 years, *The Winnipeg Civic Employees' Benefits Program* is comprised of a multi-employer pension plan with defined benefit components, and a long term disability plan. The City of Winnipeg and eight other employers participate in the *Program*. WCEBP also provides day-to-day administration services to the *Winnipeg Police Pension Plan*. Combined, WCEBP provides administration services to over 22,000 active and retired members and manages approximately \$10 billion in assets.

The WCEBP is committed to integrity, service excellence, and operating in the best interest of our Members. Our Vision is to be considered by Members and industry peers as one of the best-managed pension plan organizations in Canada.



WHAT YOU WILL DO:

Financial Oversight & Budgeting:

- Ensure accurate and timely financial reporting for pension and benefit plans, including quarterly and annual financial statements.
- Oversee internal controls, identify risks, and implement improvements to safeguard assets.
- Maintain compliance with legislation, Trust Agreements, Plan by-laws and regulatory requirements (e.g., Pension Benefits Act, Income Tax Act).
- Authorize payments, oversee tax and payroll filings, and manage banking operations for Plans and subsidiaries.
- Develop and manage annual budgets, forecasting staffing and capital needs in partnership with senior leadership.
- Support organizational operations by reviewing policies, interpreting tax legislation, and driving process improvements.

Specialized Financial & Strategic Support:

- Collaborate with actuaries to provide accurate financial data for valuations and confirm actuarial surplus/deficit resolutions.
- Partner with auditors on financial reviews, addressing technical issues and implementing recommendations.
- Provide technical financial guidance to leadership and stakeholders, supporting decision-making and long-term planning.
- Act as Secretary to the Audit and Investment Committees, ensuring accurate reporting and governance support.
- Oversee preparation of investment reporting, manager fee analysis, and CIO incentive calculations.
- Provide financial analysis and commentary for the Annual Report and other strategic communications to stakeholders.
- Develop the strategic Finance business plan in consultation with the CFO.



HR and Payroll:

- Lead and mentor the Finance & Administration team, ensuring effective workflow, performance management, and professional development.
- Oversee payroll administration and resolve complex payroll and benefits issues in collaboration with HR and service providers.

WHAT WE ARE LOOKING FOR?

- University degree in Accounting, Commerce, Business Administration, or related discipline.
- CPA designation in good standing (required).
- 8-10 years of progressive financial management experience, preferably in pension or benefits administration.
- In-depth knowledge of financial systems, Canadian accounting standards for pension plans, and legislative compliance requirements.
- Experience working with actuaries, auditors, and investment professionals.
- Strong leadership, communication, and organizational skills.
- Proven ability to interpret complex legislation and financial data.
- High degree of integrity, confidentiality, and professional conduct.

WHAT IS THE COMPENSATION?

\$133,565 – \$178,087 (based on qualifications and skills)

We thank all applicants, but only candidates selected for an interview will be contacted. Prior to starting employment with WCEBP, the selected candidate will be required to successfully complete a background check, which may include proof of education/qualifications and a criminal record check.



READY TO APPLY?

Please submit your cover letter and resume outlining your qualifications to WCEBP Human Resources, at email CarriePotts@winnipeg.ca, by October 22, 2025..