



Career Opportunity

Manager of Financial Reporting & Analysis

WHO WE ARE

Mission Thrift is a national Christian charitable organization with more than 50 Mission Thrift Stores across Canada, which are staffed primarily by dedicated volunteers. The net proceeds from all Mission Thrift Stores are devoted to the joint Ministry of Bible League Canada. These funds are used to establish adult literacy programs, provide church planter training, and children's ministry programs in Canada and more than 50 countries around the world.

WHY WORK HERE

Join a dynamic team of passionate, mission-focused individuals who are united by a shared purpose: supporting our joint Ministry with Bible League Canada. At Mission Thrift, you will have the opportunity to work in a Christ-centred environment where your contributions help transform lives around the world through the Living Word of God. We value integrity, collaboration, and continuous growth, and believe in recognizing and celebrating the people who make our mission possible. If you are looking for meaningful work with a purpose, you will find it here!

PURPOSE OF THE POSITION

The Manager of Financial Reporting & Analysis oversees timely financial reporting and analysis for Mission Thrift and its related entities, including stores operating within the charity. The team supports Accounting in producing accurate financial statements by investigating significant variances and unusual results, then translates finalized statements into clear reporting and practical insight for organizational and store leaders. The Manager also coordinates the day-to-day budget process under the CFO's direction.

The role oversees budgeting support, financial information collection and comparative reporting across all stores, including separately incorporated NPO societies. Working with the Financial Analyst, whose primary focus is store-level reporting and analysis, the Manager develops an organization-wide view of results, benchmarks performance, identifies early warning indicators and highlights successful practices that can inform training and development.

The role undertakes ad hoc projects and analysis to support business planning, strategic priorities and informed decision-making.

The Manager of Financial Reporting & Analysis will be someone who has faithfully responded to God's call to use their technical expertise, leadership capabilities, and interpersonal gifts to advance the Christian mission of Mission Thrift.

The Manager of Financial Reporting & Analysis reports to the CFO and supervises the Financial Analyst.

PRIMARY ACTIVITIES

- Lead financial analysis and support the monthly and annual financial close processes, ensuring accurate reporting and providing variance analysis and audit support.
- Prepare and deliver management, Board, and committee financial reports, including KPI tracking, budget-to-actual results, trend analysis, and strategic performance updates.
- Oversee financial reporting and performance analysis for retail operations, providing insights, benchmarking, and recommendations to support operational effectiveness and growth.
- Coordinate the annual budgeting process and prepare financial forecasts, cash flow projections, capital expenditure tracking, and variance reporting.
- Provide financial modeling, business case development, and strategic analysis to support organizational decision-making and growth initiatives.
- Manage the organization's insurance portfolio, including policy renewals, broker relationships, coverage reviews, and claims administration.
- Supervise, coach, and develop financial team members, ensuring high-quality reporting, analysis, and service delivery.
- Recommend and implement improvements to financial reporting, planning processes, systems, and policies to enhance organizational effectiveness.
- Collaborate with senior leadership to identify risks, opportunities, and financial strategies that support organizational objectives.

QUALIFICATIONS

Education

- Post-secondary education in Accounting, Finance, Commerce or a related field.
- An equivalent combination of education and substantial financial reporting and analysis experience will be considered.
- CPA designation is preferred; progress toward the designation is an asset.

Experience

- At least five years of progressive experience in financial reporting, budgeting and analysis, including financial statement analysis or review.
- Strong understanding of financial statements, consolidations, variance analysis, budgeting, forecasting and management reporting.
- Ability to evaluate significant financial results, explain drivers and translate analysis into practical information for decision makers.

- Advanced Excel and financial modeling skills, attention to detail and ability to meet reporting deadlines across multiple entities and stores.
- Ability to supervise and develop staff and communicate clearly with colleagues, leadership, boards and external partners.
- Experience with business intelligence tools such as Power BI is considered an asset
- Experience supervising an analyst or financial reporting team is preferred.
- Experience in a charity, nonprofit, retail or multi-site organization is preferred.
- Familiarity with Accounting Standards for Not-for-Profit Organizations (ASNPO), insurance renewals and financial reporting systems is preferred.

Skills

- Strategic thinking and business acumen with a strong grasp of operational impact.
- Strong leadership, coaching and analytical review skills.
- Advanced skills in Excel, financial modeling, forecasting and reporting tools.
- Strong written and verbal communication and presentation skills, including the ability to explain financial results to non-financial audiences.
- Ability to manage multiple priorities and work under pressure with accuracy and integrity.

CULTURE

As a member of the Mission Thrift Team the Manager of Financial Reporting & Analysis will actively contribute to and uphold the following values:

- **Christ-Centered** – All our discussions and actions reflect our faith and belief that Christ is the center of this Ministry.
- **Volunteerism** – We celebrate the success of Mission Thrift Store is driven by volunteerism.
- **Joint Ministry with Bible League Canada** – We have a mandate and desire to financially support Bible League Canada's global ministry.
- **Integrity** – We are consistently truthful and honest in all our actions, reflecting uncompromising adherence to Godly principles and values.
- **Sustainable Growth** – We believe that responsible, stewardly and sustainable growth is an integral element to the long-term success of our organization.
- **Innovation** – We consistently and earnestly strive to be adaptable to new and efficient business processes and ideas.

WORKING CONDITIONS

The Manager of Financial Reporting & Analysis will be required to work under the following conditions on a regular basis.

- Sitting – remaining in a seated position for long periods of time.
- Continuous use of computer, keyboard, mouse and phone.
- This role requires travel and attendance at the organizational Annual Conference and Annual General Meeting
- Hybrid work arrangement – The ideal candidate will reside within commuting distance of the Newmarket Support Centre and be available to work onsite as required. The role involves a minimum of one day per week at the Newmarket Support Centre, with the possibility of working

remotely up to four days per week. Periods of increased onsite attendance may be required at times, including occasional full work weeks at the Support Centre office in Newmarket, to support operational needs and event-related needs.

WHAT WE OFFER

- Be a part of sharing the love and hope of Jesus Christ within your community and around the world.
- Attractive compensation.
- A hybrid working arrangement.
- Health, Dental, and Vision Benefits.
- Learning and Development Benefits.
- Paid Time-Off.
- Fun with purpose.

EXPECTATIONS

- \$85,000.00 - \$100,000.00 annually, with full Health Benefits.
- A hybrid working arrangement that requires in-office attendance at our Support Centre (located in Newmarket, Ontario) at least one day per week.

APPLY TODAY!

If you feel that you have the passion, experience, and skillset that would help to advance the purpose of Mission Thrift, we look forward to hearing from you!

Please submit your Cover Letter and Resume by October 29th, 2026, by email to careers@missionthriftstore.com.

Mission Thrift welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.