



Director, Finance, Human Resources & Operations

Association of Ontario Midwives (AOM)

Location: Toronto, Ontario (Hybrid)

Reports to: Co-Chief Executive Officer

Full-Time | Permanent

The Association of Ontario Midwives (AOM) is the professional association representing registered and Indigenous midwives across Ontario. We support, advocate for, and advance the profession of midwifery while working to ensure equitable access to reproductive and newborn care across the province. We are a pro-choice organization. Through advocacy, labour relations, professional support, and leadership, we help create the conditions for midwives and the communities they serve to thrive.

We are seeking an experienced and strategic **Director, Finance Human Resources & Operations**, to join our leadership team. This is an opportunity to help shape the future of our organization by providing leadership in human resources, finance, operations, information technology, and organizational administration.

The successful candidate will play a critical role in strengthening organizational capacity, supporting a positive and inclusive workplace culture, and ensuring the AOM has the systems, people, and resources needed to achieve its strategic goals.

About the Role

As Director, Finance, Human Resources & Operations, you will provide strategic and operational leadership for the AOM's human resources, finance, technology, and administrative functions. Working closely with the Co-CEO's, senior management team, Board committees, and departmental staff, you will help ensure the organization's long-term sustainability and operational excellence.

This position oversees the Human Resources & Operations team and contributes to organizational planning, policy development, risk management, and continuous improvement initiatives.

Key Responsibilities

Financial Leadership

- Lead organizational budgeting, forecasting, financial planning, and financial reporting processes.
- Oversee annual audits, financial controls, accounting processes, and risk management activities.
- Provide financial analysis and strategic advice to the CEO, senior management team, Board of Directors, and Audit Committee.
- Ensure compliance with all relevant financial, tax, contractual, and regulatory requirements.
- Support grant and project budgeting, financial monitoring, and reporting.
- Is culturally knowledgeable regarding First Nations and applications of this knowledge to financial management

Human Resources Leadership

- Lead and oversee all human resources functions, including recruitment, onboarding, compensation, performance management, employee relations, staff development, and policy development.
- Support a respectful, inclusive, and culturally safe workplace that reflects the AOM's commitment to racial justice, anti-oppression, diversity, inclusion, and reconciliation.
- Supports a respectful and culturally safe workplace that reflects the AOM's commitment to righting relations with Indigenous people.
- Provide strategic HR advice and guidance to management and staff.

- Ensure compliance with employment legislation and best practices.
- Oversee payroll, employee benefits, leave administration, and employee records management.
- Lead workforce planning initiatives that support organizational goals and future growth.
- Collaborate with legal counsel and external partners on employment-related matters as required.

Operations & Technology Leadership

- Provide strategic oversight of organizational operations, administrative systems, and office infrastructure.
- Lead organizational planning related to information technology, cybersecurity, and digital systems.
- Manage vendor and supplier relationships and oversee key service contracts.
- Ensure business continuity, workplace safety, emergency preparedness, and effective administrative processes.
- Identify and implement systems and process improvements that enhance efficiency and organizational effectiveness.

Organizational Leadership

- Contribute as a member of the senior management team to strategic planning, organizational decision-making, and policy development.
- Work collaboratively across departments to achieve strategic priorities and organizational objectives.
- Support governance processes by serving as a senior resource to Board committees and working groups.
- Lead and mentor staff, fostering professional growth, accountability, and collaboration.

Who You Are

You are an experienced senior leader who thrives at the intersection of people, strategy, operations, and organizational stewardship. You bring strong financial and human resources expertise, excellent judgment, and a commitment to building healthy workplaces.

Qualifications and Experience

- Minimum 7 years of progressive leadership experience in a non-profit, association, public sector, or similar organizational environment, including experience at a senior management level.
- Significant experience leading both human resources and financial management functions.
- Post-secondary education in business, finance, human resources, public administration, or a related field; an MBA, CPA, or equivalent combination of education and experience is considered an asset.
- Human Resources professional designation (CHRP, CHRL, or equivalent) is an asset.
- Experience overseeing information technology systems, digital transformation initiatives, or operational infrastructure.
- Strong understanding of financial management, budgeting, auditing, and non-profit accounting practices.
- Knowledge of employment legislation, workplace health and safety requirements, and governance best practices.
- Strong analytical, problem-solving, planning, and decision-making skills.
- Excellent communication, relationship-building, and leadership abilities.
- High degree of discretion and experience handling confidential information.

Our Ideal Candidate Demonstrates

- A collaborative, empathetic, and progressive leadership style.
- Attentiveness to relationships across the organizations and with external stakeholders and rights holders
- Experience advancing Indigenous sovereignty and self-determination, racial justice, anti-oppression, cultural safety, and reconciliation.
- Experience building inclusive and respectful workplaces.
- The ability to manage multiple priorities in a dynamic environment.
- Strategic thinking combined with strong operational execution.

Compensation and Status

The salary range is \$123,000 to \$183,000 per year, with an expected starting salary of approximately \$123,000 to \$153,000, commensurate with experience and qualifications. The AOM offers a comprehensive compensation package, including extended health and dental coverage, a retirement savings program, vacation, professional development funding and learning opportunities, flexible hybrid work arrangements and a collaborative, values-driven work environment.

This position is hybrid; the successful candidate will be required to work on-site in the Toronto office as needed.

This position is to fill an upcoming vacancy due to a retirement. It has a 35-hour work week with an expected start date in late 2026 or early 2027.

Artificial Intelligence: AI may be used to assist with the selection process; however, decisions will be made by human resources staff and the hiring committee.

Indigenous Sovereignty and Self Determination, Racial Justice, Diversity, Inclusion and Reconciliation

The AOM is committed to building an inclusive workplace and encourages applications from Indigenous peoples, Black and racialized persons, persons with disabilities, members of the 2SLGBTQIA+ communities, and other equity-deserving groups. We are committed to providing accommodation throughout the recruitment process in accordance with the Accessibility for Ontarians with Disabilities Act (AODA). Applicants requiring accommodation are encouraged to make their needs known.

How to Apply

Please submit a cover letter outlining your interest in the position and relevant experience; and a current resume by September 28, 2026 to [Lorraine Ashtiani](#), Executive Assistant. We thank all applicants for their interest; however, only those selected for an interview will be contacted.