



TITLE: PRINCIPAL

CLASSIFICATION: EXEC LEAD

ORGANIZATION: OFFICE OF THE AUDITOR GENERAL

WORK UNIT: FINANCIAL AUDIT AND RELATED SERVICES

SUPERVISOR TITLE: ASSISTANT AUDITOR GENERAL

SUPERVISOR POSITION #: 00034993

CONTEXT

The Office of the Auditor General (OAG) serves the Legislative Assembly and, by extension, the people of British Columbia by providing independent assessments of government's financial statements and operations that enhance government accountability and performance. The Auditor General's authority is derived from the *Auditor General Act*.

The work of the OAG spans all government ministries, as well as Crown corporations and the broader public sector. Reports resulting from direct assurance engagements are presented to the Legislative Assembly and are then made public.

JOB OVERVIEW

Reporting to the Assistant Auditor General, Financial Audit and Related Services, the Principal is the engagement leader responsible for leading complex financial statement audits and other financial audit reports in accordance with Canadian Auditing Standards, while ensuring compliance with office policies, professional standards and the office's system of quality control and maintaining relevance and compliance with the *Auditor General Act*. The Principal is responsible for maintaining an effective working relationship with the chair of audit committees and senior management of organizations in the government reporting entity including ministries, Crown corporations, health organizations, post-secondary institutions and school districts.

The Principal is a key expert and contributor, providing advice and support to the Auditor General. The position recommends and implements the office's policies, plans and strategies as well as committing to actioning and implementing the office's business goals and strategic corporate agenda.

The Principal is directly involved with the administration of legislation relating to the OAG's business. The position is responsible for managing resources within a budget allocation and meeting program deliverables within this allocation and distinct timeframes.

ACCOUNTABILITIES

- Acts as the Engagement Leader for very complex financial audits and other financial reports and is responsible for the overall performance of them.
- Signatory to financial statement and other financial reports.
- Acts as the Engagement Quality Control Reviewer (EQCR) on complex financial audits. The purpose of this review is to provide an objective evaluation of significant judgements made and conclusions reached by an assurance team in formulating their report.

- Leads the quality assurance and completion of specific audit reports, while maintaining relevance and compliance with the *Auditor General Act* and the Auditor General's business objectives.
- Acts as a key expert and contributor, providing strategic advice to the Auditor General, Deputy Auditor General and Assistant Auditor General regarding financial statement audit and the governance of the *Financial Audit and Related Services Portfolio*.
- Provides direction and determines strategies for complex and sensitive audit issues over a range of specialty areas.
- Develops service standards according to audit goals and within the realm of its legislative mandate and available resources.
- Recommends and implements the office's policies, plans and strategies as well as committing to actioning and implementing the office's business goals and strategic corporate agenda.
- Actively leads/participates in corporate initiatives to support the office's values relating to engagement and wellbeing of employees, and creating a diverse and inclusive work environment.
- Provides leadership to resources management, ensuring they are utilized effectively across the office, playing a key role in office planning and scheduling as well as promoting and measuring effectiveness.
- Provides strategic advice to the Assistant Auditor General regarding the strategic planning, policy development and creation and implementation of organizational change initiatives relating to financial audit and financial management and controls.
- Provides expert advice and direction into the mentorship, coaching and development of financial audit staff to build individual competencies and to contribute to maintaining the professional workforce necessary to deliver quality audits.
- Provides executive leadership within and outside the organization, including acting as the executive liaison with a variety of stakeholders - members and committees of the Legislative Assembly, ministers and deputy ministers, central agencies, members of boards, other provincial and federal agencies, professional bodies and interests in the private sector.
- Provides strategic advice to support the development and implementation of the annual Financial Statement Audit Coverage Plan.
- Ensures financial audits, comply with professional standards and OAG financial audit methodologies.
- Exercises a high degree of judgement, tact, and diplomacy in dealing with external parties which may involve communication of information that could have significant impact on the image and credibility of the Office of the Auditor General and consequently the provincial government.
- Attends meetings of the Select Standing Committee on Public Accounts, with the Auditor General, to present and answer questions on financial audit reports, as required by the Assistant Auditor General.
- Represents the OAG, as appropriate, with other legislative audit offices and CCOLA committees and working groups, as well as national public sector and international financial reporting standards working groups.
- Develops and maintains strong and effective working relationships with the broader accounting community both within government and outside of government in the accounting firms.
- Develops and maintains strong and effective working relationships with audit and finance committees, boards of directors, CEO and CFO of Crown entities.
- Participates as a member of the OAG core leadership team.
- Supervises staff including assignment of work, monitoring of health and wellbeing, promotion of diversity and inclusion, development and evaluation of performance plans including performance improvement plans when needed, and approval of leave.

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- Develops and manages the budget for related financial audit deliverables and resources.

JOB REQUIREMENTS

Education and Experience:

- Canadian accounting designation (CPA) or equivalent; plus, a minimum of eight years' post-designation, diverse experience leading financial statement audits.
- Eight years of post-designation progressive related experience combining:
 - Demonstrated strategic leadership experience in large, complex financial statement audit projects at a senior level; and
 - Experience in leading, planning, managing, conducting, and reporting financial statement audits in accordance with generally accepted auditing standards in a public sector setting.
- Progressive project management experience, including managing project life cycles, planning, budgeting, execution, monitoring, communications management, risk management and project closing.
- Experience leading a team of audit/accounting professionals by providing direction, supervision, coaching, mentoring, and motivating staff.
- Experience in applying professional standards to guide the quality of audits.
- Experience establishing collaborative relationships with senior leaders and creating and delivering executive-level presentations and written reports for the purposes of decision making.
- Preference may be given to candidates who have experience working with Canadian Public Sector Accounting Standards.
- Preference may be given to candidates who have experience working in the public sector.

Candidates must be willing and able to:

- Be flexible regarding ongoing changes in responsibilities, assignments, and corporate structures.
- Travel occasionally.

PROVISO

- Successful completion of security screening requirements of the BC Public Service, which may include a criminal records check, and/or Criminal Records Review Act (CRRRA) check, and/or enhanced security screening checks as required by the Office of the Auditor General.

Knowledge, Skills and Abilities:

- Understanding of Public Sector Accounting Standards (PSAS).
- Understanding of International Financial Reporting Standards (IFRS).
- Agility and adaptability in leading in changing circumstances.
- Understanding quality assurance policies, particularly related to project performance, consultations, EQCRs and quality control.
- Ability to lead staff toward the achievement of results.
- Demonstrated ability to develop and maintain collaborative working relationships.

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- Demonstrated ability to influence at a senior level and lead multi-faceted, complex projects on behalf of a senior leadership group.
- Ability to lead, develop and critically review strategic plans and major initiatives.
- Ability to create a positive environment that promotes responsible change management.

BEHAVIOURAL COMPETENCIES

Foundation Competencies

Personal Accountability	Taking responsibility and accountability over own actions, interactions and relationships with others and demonstrating a commitment to the delivery of results.
Business Acumen	Applying an understanding of the Office and the Public Sector, to guide effective decision making, work prioritization and approach in alignment with business objectives.
Continuous Improvement	Demonstrating resilience, modeling agility and being open to change to enable and deliver continuous improvements.

Leadership Competencies

Corporate Planning	Defining and communicating a future vision, developing strategic and operational plans and aligning the business to achieve the desired vision.
Engage and Inspire	Inspiring enthusiasm and commitment to individual and team goals, engaging effective and productive teams, and recognizing and celebrating successes across the Office.
Developing People	Developing talent, encouraging professional development, and actively supporting training, coaching, mentoring and performance management programs.
Leading Change	Understanding, assessing, and leading change and effectively engaging others to drive the implementation of change to achieve desired outcomes.

Financial Audit - Technical Competencies

Risk Assessment	Performing risk assessment activities and procedures to identify and assess the risks of material misstatement in the financial statements for an audit project
Risk Response	Designing and performing audit procedures that respond to assessed risks and reduce the risks of material misstatements in the financial statements to an acceptable level
Reporting	Documenting results and developing reports that contain well-supported conclusions, using appropriate language, succinct wording and a respectful tone, to satisfy reporting requirements
Service Focus	Understanding internal and/or external clients' needs, engaging in effective communication and building strong working relationships to deliver high quality service
Project Management	Conducting effective project management by managing scoping, schedules, budgets, resourcing and risk, and ensuring alignment of activities/deliverables to achieve desired outcomes

INDIGENOUS RELATIONS COMPETENCIES

Cultural Agility is the ability to work respectfully, knowledgeably and effectively with Indigenous people. It is noticing and readily adapting to cultural uniqueness in order to create a sense of safety for all. It is openness to unfamiliar experiences, transforming feelings of nervousness or anxiety into curiosity and appreciation. It is examining one's own culture and worldview and the culture of the BC Public Service, and to notice their commonalities and distinctions with Indigenous cultures and worldviews. It is recognition of the ways that personal and professional values may conflict or align with those of Indigenous people. It is the capacity to relate to or allow for differing cultural perspectives and being willing to experience a personal shift in perspective.

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