**Job Posting – Finance Manager**

**Organization**: Nunavut Independent Television (NITV)
**Location**: Montreal

**Employment Type**: Full-time, Permanent
**Application Deadline**: June 2, 2025

**Salary**: $85,000 - $100,000

Are you a detail-oriented finance professional who wants to contribute to Indigenous media, language revitalization, and community-based storytelling? Nunavut Independent Television (NITV) is looking for a **Finance Manager** to support our diverse and growing organization. NITV is behind Uvagut TV — Canada’s first national Indigenous television channel — and is an internationally recognized Inuit-owned media collective.

**Organization Overview**

Nunavut Independent Television (NITV) is an Inuit-owned media arts organization. NITV produces, broadcasts, and distributes programming that reflects the voices, stories, and perspectives of Inuit communities. Our organization is part of the Isuma media network, which includes Uvagut TV — Canada’s first national Indigenous television channel. We are committed to community-based media, Indigenous language revitalization, and artistic innovation.

**About the Role**

Reporting to the Director, Finance and Administration and supervising the Bookkeeper, the Finance Manager will be responsible for budgeting, financial reporting, and ensuring day-to-day financial operations run smoothly. You will play a vital role in grant compliance, payroll tracking, and audit support, all while helping guide the financial strategy of an organization rooted in community, culture, and creative media. The successful candidate is expected to work out of our Montreal office (Casgrain and Maguire).

**Key Responsibilities**

* Develop budgets and financial forecasts in collaboration with leadership
* Supervise and support the Bookkeeper in daily accounting functions
* Prepare reports for funders and ensure compliance with grant conditions
* Support payroll processes and track project-based allocations
* Assist in preparing for annual audits and maintaining financial systems
* Provide financial oversight and insight to program teams

**What You Bring**

* 5+ years of experience in finance or accounting roles
* Experience supervising accounting or bookkeeping staff
* Strong knowledge of nonprofit or multi-funder financial environments
* Proficiency with accounting software (e.g., Sage, QuickBooks) and Excel
* Detail-oriented with strong organizational skills
* Familiarity with Indigenous communities, particularly Inuit or Northern organizations, is a strong asset
* A collaborative approach to problem-solving and team support

**Why Work With Us?**

* Be part of an Indigenous-led organization with a national and international impact
* Help amplify Inuit voices through powerful and community-rooted media
* Competitive salary and benefits
* Meaningful work that supports Indigenous language and culture

**To Apply**: Email your resume and a brief cover letter to tory@legacybowes.com

**NITV strongly encourages applications from Inuit and Indigenous professionals, and we welcome candidates from Northern and remote communities.**