Toronto Pan Am Sports Centre

Director, Business Administration

The Toronto Pan Am Sports Centre (TPASC) was the largest sport new-build for the 2015 Toronto Pan Am Games and the largest infrastructure investment in Canadian amateur sport history. Toronto Pan Am Sports Centre now delivers extensive programming that serves recreational and community groups, high performance athletes, as well as fitness centre clientele.

The Toronto Pan Am Sports Centre Inc. is co-owned by the City of Toronto and the University of Toronto.

The Director, Business Administration will manage all financial management functions for the Toronto Pan Am Sports Centre. They will provide senior level strategic advice, counsel and operational support to the Managing Director and other Directors on financial planning matters. The Director, Business Administration plays a key role in the development of the organizations vision, mission and values, establishing priorities that drive the planning and implementation of activities offered by the organization. The Director, Business Administration will also perform the duties as Privacy Officer.

The ideal candidate has experience acting as a business partner while leading operational and capital budgets. You have an interest and ability to balance the hands-on operational requirements of the finance function, while providing strategic guidance to your team, the senior leadership team, Managing Director, and the Board.

To Apply

To fill this position, TPASC has partnered with leadership advisory firm Odgers Berndtson. Applications are encouraged immediately and should be submitted online at https://careers.odgersberndtson.com/en-ca/29568.

We thank all those who express an interest, however only those chosen for further development will be contacted.

Diversity, Equity and Inclusion

TPASC is an equal opportunity employer. In accordance with the Accessible Canada Act, 2019 and all applicable provincial accessibility standards, upon request, accommodation will be provided by both Odgers Berndtson and Toronto Pan Am Sports Centre throughout the recruitment, selection and/or assessment process to applicants with disabilities.

Odgers Berndtson is deeply committed to diversity, equity and inclusion in all the work that we do. As part of our efforts to better understand our ability to reach as broad a pool of candidates as possible for our searches, our DEI team would like to encourage you to take a moment and access our Self-Declaration Form.