

## **Audit Manager, Performance Audits Follow-Up**

### **(Salary commensurate with experience)**

**Organization:** Office of the Auditor General of Ontario

**Department:** Continuous Follow-Up of Audits

**Location:** 20 Dundas Street West, Suite 1530, Toronto, Ontario

**Job Term:** 1 contract (12 months, with a possibility of extension)

**Salary:** \$105,307 - \$148,429

**Posting Status:** Active

**Job ID:** 2503

The **Office of the Auditor General of Ontario** (Office) is seeking a highly motivated individual to join our team as **Audit Manager, Performance Audits Follow-Up**. The Audit Manager, Performance Audits Follow-Up plays a key role in assessing auditees' implementation status by auditees of recommended actions from performance audit reports, ensuring conclusions are based on sufficient and appropriate supporting documentation and where needed, additional evidence or analysis is included to support conclusions. The Audit Manager, Performance Audits Follow-Up effectively collaborates with the auditee to resolve disagreement and foster a mutual understanding regarding the assessed statuses of recommendations, and communicates the final conclusions on audit report recommendations to the audit director and senior management of auditee.

The Office of the Auditor General is an independent office of the Legislative Assembly that conducts performance and financial statement audits of the provincial government, its ministries and agencies. We also audit organizations in the broader public sector that receive provincial funding. Our vision is to deliver exceptional value and assurance to members of the Legislative Assembly, the Standing Committee on Public Accounts, and all Ontarians through high-quality work that promotes accountability, transparency and effective governance in the Ontario public sector. The Office reports the results of its work to the Legislative Assembly and the Standing Committee on Public Accounts. After we table our performance audit reports, we conduct follow-ups to assess the progress made by the audited entities in implementing recommendations noted in the audit report

to promote improved accountability, transparency, efficiency, cost-effectiveness and service delivery for Ontarians.

## What can I expect to do in this role?

**You will have primary responsibility for, but not limited to:**

- Providing managerial leadership in overseeing the completion of follow-up work for multiple team members simultaneously, ensuring adherence to tight timelines and high-quality standards.
- Applying strong professional judgment and critical thinking skills to assess the implementation status of recommended actions, ensuring conclusions are based on sufficient and appropriate supporting documentation. Where needed, ensure additional evidence or analysis is included to support robust conclusions.
- Leveraging effective project management tools to track work progress, enabling informed decision-making and timely updates on follow-up activities.
- Fostering team development by providing timely and constructive written and verbal feedback to team members, ensuring continuous improvement in their work.
- Providing regular progress updates on the follow-up work to the Audit Director, Deputy Auditor General (DAG), and senior auditee management, as appropriate.
- Communicating final conclusions on audit report recommendations clearly to the Audit Director and senior auditee management.
- Assisting the Audit Director and DAG in researching and recommending process improvements for continuous improvement initiatives.
- Preparing a draft audit report and ensure the results of follow-up are well supported in accordance with professional auditing standards and office guidelines.
- Providing constructive comments for improvements or clarification of other performance audit reports as part of the Office Report Challenge Team.
- Providing regular updates on the work of the team to the Director and where appropriate, assist with briefing the Deputy Auditor; also support the Director with the preparation of materials for briefings to the Senior Management Committee and the Executive Committee or training events.
- Maintaining regular and proactive communication with senior management of organizations, including Assistant Deputy Ministers (ADMs), CEOs, Presidents, and Vice Presidents, to provide updates on the progress of the follow-up work.
- Confidently engaging with organizations to discuss and reconcile differences between the OAGO's assessment of recommendation statuses and the organizations' self-assessed implementation statuses.

- Effectively collaborating with organizations to resolve disagreement and foster a mutual understanding regarding the assessed statuses of recommendations, ensuring alignment and clarity on the next steps.
- Assisting in determining the staff required for each follow-up year and appropriately assigning work to each member of the team.
- Resolving team conflicts and counsel staff as required.
- Keeping the team motivated through ongoing training and identifying and facilitating opportunities for development.
- Demonstrating exemplary conduct and personal integrity and promoting a safe workplace as required under the Occupational Health and Safety Act.
- Completing timely and constructive performance evaluations.
- Assisting OAGO performance audit teams, Assistant Auditor General, Deputy Auditor General, and Auditor General as required.
- Preparing responses to information requests from other organizations such as legislative audit offices within the CCOLA (Canadian Council of Legislative Auditors) community.
- Performing other duties as assigned.

## How do I qualify?

### Education, Skills, and Knowledge:

- Chartered Professional Accountant (CPA) designation and/or MPA or MBA or other post graduate relevant designation
- Significant audit experience and knowledge of CPA and PSAB to successfully manage follow-ups conducted under the *Auditor General Act*.
- At least 7 years of external audit experience at a CPA firm.
- Excellent analytical skills to assess multi-dimensional audit issues.
- Exceptional attention to detail; consistently ensures work is factual, error-free and prioritizes correctness.
- Strong organizational skills to manage a variety of follow-up reports at one time, promote effective follow-up processes, and meet tight deadlines.
- Professional judgment to independently conduct follow-ups, identify issues and determine their underlying cause/impact, and develop sound conclusions and recommendations.
- Strong leadership and interpersonal skills to manage a team of professionals through all phases of follow-up review process and foster a cooperative team environment and staff development.
- Exceptional oral communication skills to build professional relationships, discuss follow-up plans, resolve issues, and communicate observations and conclusions.

- Excellent written communication skills to ensure each follow-up report reviewed is clear, concise, fully supported, and easily understood by auditees.

## Asset Qualifications

- Understanding of the Ontario government environment and legislative processes and government policies and procedures is an asset.

## How to apply

If you want to work in an environment that is positive, challenging, and safe, where your contributions are valued, please submit a cover letter and resume (as one document) by **March 19, 2025**, to [resumes@auditor.on.ca](mailto:resumes@auditor.on.ca), and specify the competition number as **#2503**.

## Commitment to diversity, inclusion, accessibility, and anti-racism:

We are committed to building a workforce that reflects Ontario's varied communities and promoting a diverse, anti-racist, inclusive, accessible, merit-based, respectful and equitable workplace.

We invite all interested individuals to apply, and encourage applications from people with disabilities, racialized individuals, including Indigenous and Black applicants, as well as people from a diversity of ethnic and cultural origins, sexual orientations, gender identities and expressions.

We offer accommodation in all aspects of employment, including the recruitment process, consistent with the requirements of **Ontario's Human Rights Code**. If you require a disability-related accommodation to participate in the recruitment process, please contact the recruitment team at [resumes@auditor.on.ca](mailto:resumes@auditor.on.ca) who will respond to you within 72 hours.

We also believe in the importance of providing services to Ontarians in both official languages, and encourage interested bilingual candidates to apply, particularly for public-facing positions.

### Notes:

#### Canadian Police Information Centre (CPIC) Screening

- Prior to an offer of employment, the top applicant(s) will be required to undergo a screening by the Canadian Police Information Centre (CPIC).

#### Qualified List Information:

- A list of qualified candidates will be established for the Audit Manager, Performance Audits Follow-Up position in the Office of the Auditor General of Ontario (OAGO) and will be in effect for twelve (12) months from the date the list is created. Qualified candidates on the list may be considered when filling future permanent and/or temporary vacancies in this position.