

Sherwood Park Fish & Game Association

Treasurer

Primary Role:

The Treasurer is the custodian of Sherwood Park Fish and Game Association funds and is accountable to the membership for the Board of Directors' adhering to its fiduciary responsibilities.

Qualifications:

- Financial acumen and strong communication skills, both written and verbal.
- Strong organizational skills.
- Board experience, either for profit or not-for-profit.
- Experience in the area of governance, stewardship, and/or strategic planning.
- Experience in organizational effectiveness and design.
- Active volunteer experience.
- Public speaking skills and experience.
- Conflict resolution and change management experience.
- Knowledgeable in the use of modern, distributed collaboration tools such as Microsoft Office, MS Teams, OneDrive.
- Academic credentials/professional designations preferred (e.g. MBA, CPA, CFA or similar).

Responsibilities:

- Makes serious commitment to participate actively in committee work and is the Chair of at least one committee (Finance).
- Provides written reports to board meetings, as required.
- Stays informed about committee matters, prepares themselves well for meetings, and reviews and comments on minutes and reports.
- Contributes to the effectiveness of the Board and its members.
- Performs other responsibilities as assigned by the Board.

General Accountabilities:

This position is responsible for review of the Association's financial status at all regular meetings of the Board of Directors. The member is also responsible for providing to the membership a yearly financial review at the Annual General Meeting.

Specific Accountabilities:

- Attend Board meetings.
- Provide direction with respect to investing, financial management and fund allocation.
- Chair of the Finance Committee.