

Role Description: Treasurer



Purpose

To deliver good financial governance

Key Responsibilities

- Serve as main contact with the bank
- Generate timely payments (within 14 days)
- Prepare annual financial report for AGM
- Report to committee
- Liaise with others as required on MASCIP financial matters

Time Commitment

Approximately 1 hour per fortnight

Attendance at MASCIP committee meetings and conference

The Person

- Commitment to MASCIP and its values
- Willing and able to devote the necessary time and effort to their role
- Responsible and systematic with figures

Version History:

02/07/24		Benita Hexter
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