

BGC Winnipeg ("BGC") is seeking a Treasurer to join its volunteer Board of Directors.

### **ABOUT BGC WINNIPEG**

For over 40 years, BGC Winnipeg, one of Winnipeg's largest child and youth-serving charitable organizations, has provided programming directly to children and youth in vulnerable neighborhoods. BGC operates 11 community-based Clubs and numerous youth development programs to our members, offering a safe alternative to the streets during the evening and after-school hours. All programming is FREE of charge to youth.

### **TITLE: TREASURER**

### **RESPONSIBILITIES:**

1. Responsible for the direction and policy for financial matters pertaining to BGC.
2. Provides direction to the Director of Finance in the preparation of budgets.
3. Reviews monthly financial statements prepared by the Director of Finance.
4. Responsible for setting policy for BGC's business banking. This includes authority to approve payments and the overseeing of a group of representative Directors of the Club with the authority to approve payments.
5. Responsible for overseeing the implementation of annual audits of BGC and presents the audited financial statement at the Annual General Meeting of the Corporation.
6. As a member of the Finance Committee, responsible for interpreting and applying the investment policy and for monitoring the activities and performance of the investment manager.
7. Signs all official documents as required.

### **TERM:**

The term will be for two years, renewable after review, as required by the by-laws of BGC. Such review will normally be conducted under the direction of the Director responsible for Human Resources.

### **TIME COMMITMENT:**

- Preparing for and attendance at:
  - 9 monthly board meetings each year (1.5hrs long), held on the last Thursday of the month
  - 2-4 Finance Committee meetings per year
  - 2 Audit Committee meetings per year
- Occasional availability as needed for: discussions with the Director of Finance, approving payments electronically, signing other documents

### **EXPERIENCE:**

The ideal candidate will have their CPA designation and 5+ years of experience in the accounting/finance field, preferably in a manager-level role.

Please contact Leigh Anne Solmundson Lumbard at [leighanne.lumbard@bgcwinnipeg.ca](mailto:leighanne.lumbard@bgcwinnipeg.ca) with your interest in this position.