



Officer Nomination Notice

Post/Type	Treasurer
Reason	Post Holder standing down
Term	2 years, renewable
Start	As soon as possible.
Eligibility	Open to Members who have been in the Chapter for at least 2 years.
Duties	<ul style="list-style-type: none">• Assists the Sponsoring Dealer and Chapter Director in upholding the Annual Charter for HOG Chapters• Responsible for collecting and disbursing Chapter funds, reporting financial transactions to Members on a monthly basis• Responsible for compliance with all revenue recording and reporting requirements• Ensures that any Charitable contributions are managed according to HOG guidelines• Maintain a running comparison of current year Chapter finances with prior year Chapter finances for presentation at AGM <p>The appointment entails full membership of the Committee. Attendance is expected at Committee meetings and all major Chapter events.</p>
Skills/Interests	<ul style="list-style-type: none">• Interest in control and co-ordination of all activities involved with maintaining Chapter Funds and Accounts• Computer literate with working knowledge of spreadsheets would be an advantage.• Basic accounting skills combined with complete integrity <ul style="list-style-type: none">• A good people person who will enjoy working as a team member with the Committee.
Closing Date	30th May 2023
Next Steps	Nominees should email a statement of their interest to secretay@lindumcoloniachapter.com Further information on the job can be obtained by contacting the Director or existing Treasurer.
Appointment	The successful candidate will be notified by the Director, following a vote by the membership if multiple candidates exist for the role, and presented to the Chapter during the following Chapter Meeting.