



TREASURER - POSITION DESCRIPTION

Ski Jumping Canada

Link to Mission: Ski Jumping Canada's mission is:

- *Foster a high-performance environment that supports athletes in reaching the podium at national and international competitions*
- *Ensure Canadians have access to quality ski jumping programs that encourage long-term development, sport for life, and participation*
- *Cultivate a culture of mentorship where top athletes and coaches motivate engage and support the next generation of jumpers*
- *Advocate for ski jumping in Canada, enhancing grassroots involvement, community support and fan engagement*
- *Contribute to the global ski jumping community by ensuring safe, fair practices and training capable coaches, officials and volunteers.*

And with a vision of being “*Fostering a vibrant culture of ski jumping in Canada, promoting inclusivity and excellence that inspires all Canadians to partake in the joy of the sport and strengthens our national sporting identity*”. The Treasurer ensures financial accountability of the organization to guarantee fiscal responsibility.

Authority and Responsibility: Responsible to the Board of Directors through the Chair.

Requirements:

- Commitment to the work of Ski Jumping Canada
- Knowledge and skills in finance as it relates to good governance and the fiduciary responsibilities of the board.
- Has the designation of CA, CGA, CMA or equivalent, or will be financially literate as interpreted by the Board in its business judgement.
- Speak positively of the Ski Jumping Canada and assist in developing and maintain positive relations among the board, committees and the equine community to enhance the Ski Jumping Canada's mission
- Is an active relationship builder and represents Ski Jumping Canada at external events
- Promotes the Ski Jumping Canada in the community
- Demonstrates loyalty, commitment and fiduciary responsibility to Ski Jumping Canada

Skills and Attributes:

- Current knowledge of not for profit accounting practices
- Accounting designation
- Dedicated and committed to the mission of Ski Jumping Canada

- Knowledgeable about Ski Jumping Canada and the Canadian sport system
- Knowledge and understanding of Good Governance
- Long term Commitment to Ski Jumping Canada

Term: Treasurer is elected/appointed by the Board of Directors following the Annual General Meeting of the Membership. Treasurer shall serve in the role for a period of one (1) year, can be renewed.

General Duties: The Treasurer shall ensure financial oversight of Ski Jumping Canada.

- Provides regular reports to the Board on the financial state of Ski Jumping Canada that properly reflect the operating results and financial condition of the organization.
- Serves as Chair of the Finance Committee.
- Ensures current and acceptable financial practices and accountabilities are in place for Ski Jumping Canada.
- Ensures the development, review and monitoring of all financial policies and financial control policies and procedures
- Provides oversight to the annual audit process and ensures financial reporting at the Annual General Meeting.
- Provides an annual budget to the Board for approval. Speaks for the budget in partnership with Management, when in place
- May act as a signing officer of the Ski Jumping Canada.

Evaluation: Self and by the board, annually based on the performance of assigned Board requirements and duties.

Review Date and Approval Date: The Governance committee reviews the Board Member Position Description on a regular basis. Recommended changes are presented to the Board.