

Treasurer, Board of Directors
The Shanti Uganda Society
Vancouver, BC

Shanti Uganda improves maternal & infant health throughout Uganda. We imagine a world where all women have access to a midwife and are respected, empowered and able to thrive throughout the birth process. We value holistic care, growth, integrity, sustainability, unity, and connection. To learn more, please visit www.shantiuganda.org

Overview

Our Vancouver-based Board of Directors is accepting applications for the role of Treasurer. Shanti Uganda's Board of Directors provides the overall leadership and financial management for the organization. Collectively, the Board supervises the Executive Director, who implements the policies, programs and fundraising plans approved by the Board.

Term

A minimum commitment of two years is required. Board Members serve for a two-year term with the opportunity to renew.

Time Commitment

Board Members must be able to contribute approximately 5-10hrs/month for meetings, planning, participation in fundraising activities and events. Board members may be required to participate on a committee, based on interest and skills.

Responsibilities of all Board Members

- Regularly attend in person Board meetings and other special meetings in Vancouver, BC (Strategic Planning, Committee meetings, Annual General Meeting etc.)
- Be informed about and committed to Shanti Uganda's mission, services, programs, policies and bylaws
- Prepare for meetings by reviewing the agenda and reading background materials
- Contribute positively to Board discussions and decision making
- Be willing to participate on and/or chair a committee if required
- Act as an ambassador for Shanti Uganda
- Assist the Board in carrying out its' responsibilities, including fund-raising
- Attend and participate in organizational fundraising events/campaigns
- Make a financial contribution to the organization

Responsibilities of Treasurer

- Adhere to the duties outlined in the general board member job description
- Communicate with organizational staff and the volunteer bookkeeper
- Act as a signing authority on behalf of Shanti Uganda for financial and legal purposes and oversee approved monthly money wire to Uganda
- Review Shanti Uganda's financial statements on a monthly basis and prepare monthly financial report for board meetings
- Present financial statements to the Board on a quarterly basis and to the membership on an annual basis at the AGM

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- Collaborate with staff to prepare and file Registered Charity Info Return with the CRA on an annual basis
- Evaluate and review financial systems and recommend improvements as necessary
- Assist staff in preparing Shanti Uganda's annual operating budget
- Carry out payroll for 2 Vancouver employees

Your Qualifications and Experience

- Demonstrated experience, education, or degree in accounting
- Understanding of generally accepted accounting principles
- Experience and understanding of tax practices an asset
- Experience with QuickBooks Online
- Detail-oriented, organized, with a strong affinity for numbers
- Ability to problem solve and work with limited financial resources
- Sincere commitment to work collaboratively with all staff and board members
- Interest in working in nonprofit and social innovation environment
- Deep interest in and passion for Maternal Health & International Development
- Previous experience with a non-profit and/or Board of Directors and strategic planning an asset.
- A team player and visionary with strong decision making skills
- Well developed communication, interpersonal and presentation skills

Benefits of Joining our Team

- Make a sustainable, inspired, empowered contribution to the health and well being of Ugandan women and their communities. Witness the deep impact of your involvement on an ongoing basis
- Have the opportunity to impact the mission of this organization at a critical time in its development
- Join other dynamic leaders committed to global change and experience the power of deep, sustainable, conscious activism

How to Apply

Please send your resume and cover letter to info@shantiuganda.org