**VICE PRESIDENT FINANCE**

**JOB DESCRIPTION**

**Especially prepared for:**

**Finance:**

Responsible to the council president for building an organization capable of executing the council’s overall finance plan to support the current strategic plan by overseeing and insuring the council’s fiscal capacity to provide a quality program for young people.

**Objectives:**

To help identify and engage members of the Finance Team to help ensure that the council achieves the three Journey to Excellence Finance objectives.

* **Fiscal management** – maintain positive unrestricted net assets in the operating budget
* **Fundraising** – increase council generated net contributions in the operating fund
* **Endowment** – add permanently restricted gifts to the endowment fund

To help identify and engage members of the Finance Team to give leadership and accept responsibility for the areas of:

* **Investment Advisory** – oversight and disclosure of trust funds
* **Budget Committee** – development and monitoring of the annual budget
* **Compensation Committee** – determining merit increases and salary structure for professionals, support and seasonal staff.

**The Vice President of Finance:**

1. Accept responsibility to insure that the council’s meets its fiscal capacity needs to deliver a quality Scouting program to an ever growing number of young people.
2. Attend and engage in all Executive Committee and Executive Board meetings.
3. Attend and preside at all Finance Committee meetings.
4. Provide information and guidance to the committee chairs related to Investment Advisory, Budget Committee and Compensation Committee.

1. Make a major gift level contribution to the council.