



## O'BRIEN FARM

O'Brien Farm Foundation Board of Directors

Treasurer Position

Starting July/August 2024

Opportunity:

The Board of Directors has an opening for the volunteer position of Treasurer on the Board and is seeking Expressions of Interest from interested candidates. Interested individuals are invited to respond to an Expression of Interest for the Treasurer position; a position that once elected would begin after the Annual General Meeting in the summer 2024. This position is a two-year commitment and can be considered for an additional term of two years upon completion of the first term. All completed submitted expressions of interest will be vetted and reviewed by the Executive Committee, and then presented to the full Board in the for recommendation, consideration, vote and ratification. If you are interested in the position, please write a letter completing the expression of interest questions and send it and a copy of your resume to Will Penney – [will\\_penney@hotmail.com](mailto:will_penney@hotmail.com).

Information:

O'Brien Farm is a registered charity. O'Brien Farm is an active, working farm where people learn about and practice sustainable food production. It also tells the story of Irish settlement in St. John's, NL through the story of the O'Brien family.

[O'Brien Farm \(obrienfarm.ca\)](http://obrienfarm.ca)

Purpose:

- The purpose and role of the Treasurer is to oversee the financial position of the Farm and to report on the financial position of the Farm - monthly to the Board of Directors; and annually to the Annual General Meeting.

The Treasurer responsibilities shall include, but not limited to:

- Act as a member of the Executive Committee
- Oversee and review the monthly financial statements, and provide a report to the Board
- Ensure that the Farms's financial policies are respected
- Approve the draft annual budget prior to presentation to the Board of Directors
- Oversee the preparation of the annual audited financial statements
- Sign the annual audited financial statements after they have been approved by the Board of Directors
- Present the annual audited financial statements to the Annual General Meeting
- Present the motion at the Annual General Meeting to appoint auditors for the association

Qualifications:

- Knowledge and experience with regard to financial principles and analysis of financial statements
- Chartered Professional Accountant certification desirable
- Highly motivated with exceptional leadership qualities
- Excellent communications skills
- Able to work in a team/collaborative environment Interested Candidates should submit a copy of their resume/CV along with an expression of interest letter outlining the following: