



Lady Cove Board of Directors – Volunteer Treasurer

Founded in 2003 by Kellie Walsh, Lady Cove Women's Choir was named after the remote community of Lady Cove on Newfoundland's rugged yet beautiful east coast. The name Lady Cove is representative of the spirit and philosophy of the Choir: a community – a haven where woman-identified members come, not only to explore their own musicianship, but to share their lives and experiences in a sisterhood.

We are currently seeking a volunteer to join our board of directors as Treasurer. The Treasurer shall play a crucial role in the financial management of our organization, ensuring the responsible handling of funds and securities.

Responsibilities include:

- Maintaining full and accurate accounts of all assets, liabilities, receipts, and disbursements in the corporation's books.
- Depositing all monies, securities, and other valuable effects in the name and to the credit of the corporation in designated financial institutions.
- Disbursing funds as directed by proper authority, while keeping proper vouchers for all disbursements.
- Providing regular accounting reports and financial statements to the Chair and Board of Directors.
- Performing any other duties as directed by the Board of Directors.

Qualifications:

- Strong organizational and financial management skills.
- Attention to detail and accuracy in record-keeping.
- Ability to work collaboratively with other board members and stakeholders.
- Knowledge of financial regulations and best practices is an asset.

If you are passionate about supporting the arts community and have the skills and experience to fulfill this important role, we encourage you to apply. To express your interest or for more information, please contact Angela Warren at ladycovead@gmail.com

Join us in making a positive impact on the Lady Cove community!