



## Troop 93 Leadership Position Description

### Treasurer

#### GENERAL INFORMATION

- Type:** Appointed by Committee Chairman  
**Reports to:** Committee Chairman  
**Description:** In charge of Troop Funds.  
**Comments:** Manages the troop's financial affairs.

#### QUALIFICATIONS

- Experience:** The Treasurer is the Financial Officer of the troop. Previous accounting experience desired. Working knowledge bookkeeping and troop structure/organization

#### PERFORMANCE REQUIREMENTS

- **Training:** Complete Fast Start tape, Youth Protection Training
- **Desired training:** New Leader Essential
- **Attendance:** You are expected to attend Troop meetings as applicable and all Committee meetings.

#### GENERAL LEADERSHIP RESPONSIBILITIES

**Uniform:** **Uniform optional** - Set the example by wearing your uniform correctly at troop meetings and other formal events.

**Behavior:** Set the example by living the Scout Oath and Law in your everyday life. Show Scout Spirit in everything you say and do.

#### SPECIFIC LEADERSHIP RESPONSIBILITIES

The Treasurer handles all troop funds and disbursements. Keeps a troop checking account, maintains all Scout individual balances, and collects campout fees, dues, and other contributions.

Duties include:

- Maintain Troop checking account
- Maintain all Troop funds and maintains association with Harold Boone Fund treasurer.
- Member of the board of directors for the Harold Boone Memorial Scouting Fund, Inc.
- Tracks individual scout's accounts as necessary.
- Disperse funds as necessary
- Tracks event accounts as necessary (summer camp, high adventure, etc).