

BLU Treasurer Volunteer Role

Role outline

To support the BLU team with fiscal management in delivering Longboard events that enable surfers from Under 16 right through to over 50's to compete in competitions. To aid development of the tour with the aim of running a minimum of 3 events each year that are valued and supported across the UK longboard community.

Key elements of this role are:

- To develop and maintain an annual fiscal plan
- Regularly monitor the two BLU bank accounts to ensure that expenditure and income can be correctly recorded and accounted for
- Appoint and work with an accountant to prepare annual accounts
- Liaise with the secretary to ensure that payments from Sponsors, Stripe and PayPal are as expected from event financial forecasts
- Implement expense and delegated authority policies for the team
- As required provide an overview of finances to inform any key decision making

Essential skills required:

- Passionate about developing the BLU
- Good communication skills
- Excel literate
- Ability to listen and advocate in a constructive and collaborative way
- Resilient, flexible and trustworthy
- Where appropriate, agreement to keep discussions confidential and to preclude yourself from any decisions that could represent a conflict of interest

Desirable skills:

- Previous experience of managing a budget and tracking finances
- Understanding of components of annual accounts

Time requirements:

- Monthly around 1-2 hours
- Leading up to annual meetings estimate around 3 hours
- One off establishing policies, format for accounts and bank account access estimate 7 hours
- Attendance, can be virtual, at agreed meetings