



## Chair of Finance

**AIM:** To manage finances within the County, look at ways of improving the finances and keeping contact with other members of the team to ensure everyone is up to date with the status of funds.

- ✚ Adhere to Girlguiding policies, re: Finance, Risk Assessment.
- ✚ Lead County Finance meetings.
- ✚ Lead finance team to collate the County's financial needs from wider County team and produce appropriate Budgets.
- ✚ Attend County Exec and give report to ensure all Trustees (Division Commissioners) are aware of financial issues.
- ✚ Liaise with County advisers and coordinators about accounts prior to, during and following events.
- ✚ Liaise with other treasurers with regards to other County accounts e.g. Arden, Hardiman Fields.
- ✚ Oversee County accounts and manage any investments.
- ✚ Supporting County finance officer with any issues arising from finance audits from units, Districts, and Divisions across the County

*Expenses incurred as part of your role, e.g. mileage, stationery etc can be claimed from County using the GGN procedure and the County Expense form*