

Presbytery Treasurer

Volunteer position for a Ruling Elder or Teaching Elder nominated by Vision Team and elected by the Presbytery

Purpose: Serve as the Treasurer of the Presbytery's Corporation; approves and signs checks for all disbursements.

Accountability: The Treasurer is accountable to the Presbytery through the Vision Team.

Responsibilities:

- Serve as ex-officio member of the Finance Task Force
- Reviews and approves payable invoices prepared by the bookkeeper, and signs associated disbursement checks; review payroll taxes and withholding deposits
- Oversees the work of the bookkeeper, and ensures that clear concise reports of the presbytery's finances are provided to the vision team monthly and to the presbytery at each stated meeting.
- Supports the budget development process as needed.

Term: The Treasurer is elected for a term of three years and is eligible for reelection.