

Troop Treasurer Volunteer Ministry Description

Purpose: Support the mission of AHG to build women of integrity by stewarding the Troop Budget and financial health of the Troop. Promote the growth and development of the Troop and its implementation of the AHG Program to provide opportunities for Girl Members to grow in their Christian faith.

Reports To: Troop Coordinator

Responsibilities:

General:

- Pray for the Charter Organization, the Troop's Adult and Girl Members, and the AHG Ministry.
- Model spiritual leadership by intentionally including prayer and Scripture into all that the Troop does.
- Collaborate with the Troop Ministry Team to plan the annual Troop Calendar.
- Adhere to AHG Health and Safety Policies and Guidelines.
- Participate in all Troop Board meetings.
- Participate in regular Troop Ministry Team Meetings, Troop meetings, activities, and events.
- Coordinate with Troop Ministry Team to promote AHG in the local community.
- Set the expectation for uniforms and model correct uniform at all AHG Meetings, events, and activities.

Role Specific:

- Collaborate with the Charter Representative to determine how finances should be set up through one of the following:
 - A line item on the Charter's budget
 - A separate checking account using the Charter's EIN
- Facilitate open communication, seek clarity from the Charter Representative on the frequency of needed financial reports.
- Collaborate with the Troop Board in establishing an annual Troop budget in conjunction with the Troop Calendar.
- Incorporate a fundraising plan as part of the budget to keep AHG affordable for all families.
- Coordinate with the Troop Board to ensure payment deadlines are met
 - Charter Renewal
 - Registration
 - Program Support Fee
- Share updates on the budget, income, and expenses at Troop Board meetings.
- Maintain and keep accurate records for the Troop checking account.
- Dialogue with the Troop Ministry Team about available funds and provide coaching in managing funds as needed.
- Foster clarity and openness by communicating and making available Troop financial reports to the Troop Ministry Team and Troop families upon request.
- Support the Troop families by working with and finding solutions for those who have outstanding balances.

**Qualifications:**

- Registered AHG Adult Member, at least 21 years old.
- Maintain your personal relationship with Jesus Christ and be an effective witness for Him.
- Active and regular participation in a local church, small group, and/or similar gathering to grow in your relationship with Jesus Christ and fellowship with other believers.
- A positive, Christ-like attitude with a passion for growing the AHG Ministry.
- Serve as an example and live by the AHG Oath, Creed, Mission, and Statement of Faith.
- Commitment to teamwork and Biblical conflict resolution.
- Has experience stewarding money with excellence.
- Preferred strengths: humility, financial acumen, communication, organization.
- Familial relationships are not recommended on the Troop Board.

Required training prior to the first Troop meeting*:

- KEYS to Child Safety
- AHG Foundations
- BEST Practices: Health and Safety Quick Guide
- Troop Board Training
- Troop Treasurer Training

*Any training required by state law when interacting with youth

Weekly Commitment: Approximately 2-3 hours a week.

Commitment Length: 1-year renewable by mutual agreement.