

Opportunities to Serve Hamilton Conference - The United Church of Canada

FINANCE COMMITTEE

Committee Mandate

To be responsible for the financial concerns of the Conference.

The responsibilities of the Chairperson are:

- to chair the annual Budget Forum
- to meet with the Auditor
- to present the Finance report, budget and audited financial statement to the Annual Meeting
- to answer or redirect inquiries as needed

Reporting Relationship

The Chairperson will report on behalf of the committee to the Executive of Hamilton Conference and write a report for the Annual Meeting of Hamilton Conference to be included in the Record of Proceedings.

Gifts, Skills and Experience Needed:

Committee members having some involvement in the financial work of a court of the Church would be an asset.

Committee members will be open to the leading of the Spirit, active participants in a local pastoral charge or ministry, familiar with the polity of The United Church of Canada, predisposed to collaboration and teamwork, sensitive to diversity issues and differences in learning styles and passionate about the mission and ministry of The United Church of Canada.

Orientation and Training Available:

Sharing the duties of the Finance Committee.

Membership:

This committee will usually consist of ten members, including **Chairperson, Vice-chairperson, Treasurer, Assistant Treasurer and one representative from each of the six Presbyteries.** A secretary will be appointed from within the Committee. Staff Support will be provided by the **Executive Secretary.**

Expectations and Terms:

Committee members will serve a three year term. The committee will meet at the Conference Office at the call of the Chairperson, by conference call and email exchange.

FINANCE COMMITTEE
~ Recommendations by Screening Committee ~
The Hamilton Conference Screening Committee has reviewed the job descriptions and associated material submitted by the above named committee and offers the Human Resources Committee these comments.

Reviewed On: 11/28/03
Risk Assessment: LOW Risk
Appropriate Screening Steps:

- The following should be screened because of handling funds:
- Committee Members
- Treasurers of Presbyteries
- Treasurer of Conference
- Assistant Treasurer of Conference

Other Recommendations: