Regional Treasurer | EWB-USA Volunteer Position Description

Regional Steering Committees (RSCs) Purpose

Each of the seven EWB-USA Regions has their own steering committee consisting of a President, Vice President, Treasurer, Regional Administrator, and State Representatives. They are an extension of our headquarters operations and increase the capacity of the organization by:

- providing personalized support to EWB-USA volunteers;
- making connections within our vast volunteer network; and,
- facilitating individual volunteer and Chapter development, education, and cooperation within the geographic boundaries of the Region.

Read more about the RSCs >>

Impact on EWB-USA’s Mission + Vision

Regional Treasurers support the Regional President in ensuring the smooth function of the Region by managing the regional budget. They provide finance-specific expertise to their RSC as well as to the chapters within their Region.

Responsibilities

- Planning, coordination, and preparation of the Region’s annual budget.
- Management and accounting of Regional funds.
- Become the subject matter expert on EWB-USA financial policies, ensuring compliance within the RSC.
- Support chapters within the Region through education of policies, budgeting, account reconciliation and using Volunteer Village for management of chapter funds.
- Facilitating and reviewing expense reports for their RSC members.
- Participate in RSC meetings and activities.
- Other responsibilities may vary per Region.

Qualifications + Requirements

- Must be a current EWB-USA member.
- Appreciates the value of networking and developing relationships.
- A desire to learn more deeply about the EWB-USA approach and the procedures that support our success.
- Proven impact and leadership as an EWB-USA volunteer.
- Ability to successfully fulfill this role for a minimum of 1-year.
- Preferred:
  - Lives and/or works in the Region you are serving.
  - Experience volunteering as the Treasurer of an EWB-USA Chapter
  - Experience participating on an EWB-USA project team
**Who am I accountable to? Who is accountable to me?**
As a key player within the organization, you are helping shape the future of EWB-USA. We value personal accountability and look to you to help lead by example. All RSC officers and State Representatives are accountable to the Regional President (as well as regional chapters, their officers and members). You shall be held accountable by the Regional President and by your Regional Steering Committee members.

**Training**
The RSC - most directly, the outgoing Regional Treasurer - will provide orientation to the role, contacts for the RSC, and background information on the Region. The Volunteer Engagement Team will fill in any gaps necessary. Ongoing support will be provided through monthly conference calls with the RSC as well as regular communication with the Volunteer Engagement Team.

**Financial Commitment**
Attend the annual EWB-USA Conference and at least one regional event. Most RSC members will pay a portion of the expenses to attend these events; on a region-by-region and year-by-year basis, the RSC may provide partial or full funding to support your attendance. Being a member of the organization is a requirement for all of our Regional volunteer leaders. Membership with EWB-USA is $35 annually and invests in EWB-USA’s work around the globe that gives the world’s poorest people a chance to live with dignity.

**Time Commitment**
On average Regional Treasurers spend 4-6 hours per month on average working with EWB-USA chapters/members, their RSC, and EWB-USA initiatives. Regional Committee volunteers are expected to attend at least one regional event as well as the EWB-USA National Conference during their term.