

Brief Description

The Treasurer oversees all aspects of the Academy's finances, confirms that accurate records are kept, reports pertinent information to the Board of Directors and ensures overall fiscal stewardship of the 501c6 organization.

Term Length

3 years (1 year as Treasurer-elect, 1 year as Treasurer, 1 year as Immediate Past-Treasurer)

Qualifications Specific to This Position

- Experience in financial and budget management
- Demonstrated ability to interpret and explain financial statements, budgets, fund accounting and investments
- Oversight experience in evaluating short- and long-term financial planning and management
- Ability to think strategically, anticipate future trends and make decisions in the best interest of the entire 501c6
- Participation in national Academy and/or affiliate activities within the past five (5) years
- Academy member in Active or Retired categories
- Certified by the Commission on Dietetic Registration, preferred

The [universal skill set](#) applies to all positions on the national ballot.

Core Functions of This Position

Oversees the Academy's financial health; reports financial status to the Board of Directors and/or other audiences; ensures responsible budget management, accurate financial recordkeeping and annual audits; makes informed recommendations and decisions regarding resource allocation; performs any and all other powers and functions usually vested in the Office of Treasurer.

Board Roles and Responsibilities

Set Direction: Governs in a manner that is consistent with the Academy's vision and priorities identified in its Strategic Plan.

Engage in Outreach: Understands the needs, wants and values of the broader membership and community.

Ensure Resources: Ensures effective organizational planning and adequate resources (structure, funds, time, volunteers, staff, technology, etc.).

Provide Insight: Ensures legal and ethical integrity and maintains accountability. Partners with staff to communicate, assess and measure strategic goals.

Support Sound Governance: Understands the Academy's legal structure, fiduciary duties, governing documents, and leadership roles and responsibilities.

Plan for the Future: Fully prepares for and participates in generative and strategic discussions. Provides for Board succession and development.

Demonstrate Servant-Leadership: Guides others with integrity, purpose and a commitment to service.

Commitment

Approximately twenty (20) days each year for virtual and in-person meetings. All Board members are expected to attend and fully participate in four in-person Board meetings (July, October, January and May) and 2-3 virtual Board meetings. Additional time is required for conference calls, correspondence, planning, writing reports, etc.

- The Treasurer serves on the Compensation Committee (2-3 virtual meetings/year) and as Chair of the Finance and Audit Committee (monthly virtual meetings). The Treasurer also serves as the financial officer on the Foundation Board of Directors.
- The Treasurer-elect serves on the Compensation Committee (2-3 virtual meetings/year) and the Finance and Audit Committee (monthly virtual meetings).
- The Immediate Past Treasurer serves on the Finance and Audit Committee (monthly virtual meetings), the Governance committee (quarterly virtual meetings) and as an advisor to the Committee for Lifelong Learning (2 in-person meetings).