



Job Description: National Finance Committee

Role Purpose

To support the SCOUTS South Africa (SSA), Exco and regions in ensuring Scouting is operating and growing in a sustainable manner with a specific emphasis on the financial aspects.

Functions

1. Management and oversight of all SSA funds and finances except those managed within groups.
2. On request from the Regional Commissioner (RC), support to review group finances and budgets.
3. Preparation of an Annual budget for SSA.
4. Monitoring expenditure against the budget line items and making recommendations on any required adjustments to the Chief Executive Officer (CEO).
5. Reviewing and approving of budgets for national events including camps, and training activities in accordance with the Finance, Fundraising and Administration Policy.
6. Assisting in establishing budgets for national camps, events and training activities.
7. Reviewing (not auditing) all expenses and income related to national camps, events and training activities as per the approved budget of such activities.
8. The completion of the annual audit of the National Finances, which will be performed by the auditors appointed by Exco.
9. Any other finance related task that may be reasonably delegated by the CEO.

Accountability & Reporting Structure

Applicable Policies to the Role:	SSA Organisational Rules SSA Finance, Fundraising and Administration Policy SSA Property Policy
Report to:	CEO via Chairperson
Peers:	SSA Exco Administrative Committees/Teams
Manages:	Regional Finance Representatives
Supports:	Regional Property Representatives Group Treasurers

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Delegated Power

1. The Approval of budgets for National events.
2. In consultation with the National Finance Committee (NFC), the Approval of expenditure on extra budget items.
3. Review and Recommendation to the CEO on approval of funding requests from groups, Districts or Regions.
4. Any other temporary finance related authorities delegated either by the CEO or SSA Exco in writing from time to time.

Period of Warrant

3 Years renewable for 2. Thereafter the Warrant cannot be renewed for the role.

Appointment Procedure

Process as described in Organisational Rules Section 8.5.

Other Agreed Tasks

As agreed with the direct report, the candidate will also be responsible for:



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