

# GLOBAL FINANCE DIRECTOR POSITION DESCRIPTION

## Standing Finance Committee Mission:

The Standing Finance Committee shall be responsible for the financial wellbeing of the Corporation which includes oversight of:

- A. budgeting
- B. financial reporting
- C. internal financial controls
- D. financial audit and tax compliance
- E. all monies, securities and other assets of the corporation the committee advises and reports to the Board.

## Qualifications:

- Must be an EO member in good standing
- Previous Regional Finance Chair, or Chapter Finance Chair and Professional Finance Background e.g. CPA, Investments, Finance Consulting
- Attend monthly Standing Finance Committee (SFC) calls along with any other functional calls that require your attendance from a finance perspective
- Attend the in-person SFC meeting and potentially one other meeting.

## Expectations and Responsibilities:

- Oversight of Corporate Finance Position (Annual P&L, Balance Sheet, Investments)
- Financial Planning Proposals (Planning Cycle, Allocations)
- Policy Recommendations (e.g. Blue Book, Financial Impact of Regional/Functional Proposals)
- Approve Audit & Audited Financial Statements
- Liaison to Global Committees (help craft Functional Budget, Approve Contracts & Payments per Finance Operating Guidelines, Provide Budget Updates) OR a designated SFC Task Force (Investments, Audit, etc)
- Voting Member of SFC

## Term and time commitment:

- 1 year term
- SFC calls are monthly and 1-2 hours in length
- Functional calls are generally monthly and one hour in length
- Task Teams and other assignments will vary

Applying and accepting a PoL role may require that you choose between the PoL role and being an EO trainer or facilitator. **Per EO's Conflict of Interest Policy, Tier 2 member leaders will be reviewed on a case-by-case basis to determine potential conflict of interests under the policy.** For questions, please contact [pol@eonetwork.org](mailto:pol@eonetwork.org)