



## **WE ARE RECRUITING: Vice President, Finance (Volunteer Board Position)**

**Lacrosse Nova Scotia (LNS)** is seeking a detail-oriented, financially savvy leader to join our Board of Directors as the **Vice President, Finance**. If you want to use your financial skills to help grow and support the sport of lacrosse across Nova Scotia, we want to hear from you!

### **### The Role**

The VP Finance serves as an officer of the Society and a member of the Board of Directors, providing vital oversight of LNS's financial health. You will work closely with the Board and staff to manage budgets, financial reporting, and daily transactional oversight.

#### **Key Responsibilities Include:**

- **Financial Reporting:** Presenting clear financial positions, cash roll-forwards, and future commitment analyses at monthly Board meetings and the AGM.
- **Operational Oversight:** Collaborating with LNS staff to process invoices, membership fees, bank deposits, and Interac e-transfers.
- **Budgeting & Compliance:** Leading the preparation of the Draft Annual Budget, managing the annual independent financial review, and submitting the Registry of Joint Stocks report.
- **Strategic Advice:** Advising the Board on the feasibility of future financial commitments and keeping all financial documents secure.

### **### What You Bring (Skill Set)**

- Experience in bookkeeping or accounting.
- Proven ability to balance bank accounts, prepare financial statements, and build budgets.
- A comfortable working knowledge of spreadsheets, financial software, internet banking, and word processing.
- Strong organizational skills with a commitment to data security and up-to-date record keeping.
- Excellent communication skills to interact with the general membership and fellow volunteer leaders.

### **### Time Commitment**

- **Monthly:** Approximately 8 hours per month (6 hours for ongoing tasks, 2 hours for monthly board meetings).
- **Annual:** Approximately 20 hours for year-end finalization.

### **### How to Apply**

Help us shape the future of lacrosse in our province! To apply or learn more about this role, please submit your interest/resume to **president@lacrossens.ca**

*Lacrosse Nova Scotia is committed to fostering an inclusive and diverse sporting community.*