

Board Committee: Budget & Finance



<u>Supervisor:</u>	Committee Chair		
<u>Job Site:</u>	HIV Alliance		
<u>Duties & Responsibilities:</u>	Serve on the Budget & Finance Committee whose mission is to ensure that the financial affairs of the Corporation are run in prudent and fiscally sound manner. Attend committee meetings and work on outside projects as necessary.		
<u>Skills & Qualifications:</u>	<ul style="list-style-type: none"> • Ability to work well in groups or teams • Willingness to attend committee meetings • Willingness to work on projects outside of committee meetings • Strong communication skills and ability to connect with diverse individuals • Knowledge of accounting or finance • Experience creating organization or department budgets 		
<u>Benefits & skills developed:</u>	Experience working on professional committees with members of the board of directors. Experience in nonprofit finance, accounting, and budgeting.		
<u>Trainings Required:</u>	Volunteer Orientation (1.5 hours)		
<u>Length of service:</u>	Minimum: 1 year	<u>Hours:</u>	One hour a month for the meeting and occasionally outside work

For more information on this or other volunteer positions with HIV Alliance contact:
 Byron Snapp
 Volunteer Coordinator
 541-342-5088
volunteer@hivalliance.org