

Shenley Scorpions Basketball Club

Job Description



Title: Treasurer

Responsible to: Chair

Responsible for: Club Finances

Main Duties

- To present annual accounts at the AGM.
- To present current accounts position at the monthly Committee meetings.
- To present cheques for payment of invoices.
- To collect all membership forms, fees and copies of monthly attendance register's from Team Managers.
- To bank all monies received into club bank account