

# Fairlands Netball Club

## *Club Treasurer*

Fairlands is a long-established and successful netball club based in Sutton. Formed in 1967 we now have a thriving junior section with teams at all ages from Under 11 to Under 16 and two adult teams. We play in local and county leagues and have a Level 2 qualified coaching team. Our aims are to further develop our junior section and successfully integrate those players in to the senior section of the Club.

### ***Who will I work with?***

- Main Club committee

### ***What will I do?***

- Look after the finances of the club
- Collect subscription fees and all money due to the club
- Pay bills and record information
- Keep up to date records of all financial transactions
- Ensure that funds are spent appropriately
- Issue receipts for monies received
- Report regularly to the committee on the clubs financial situation
- Present an end of year financial report to the AGM
- Financial planning including an annual budget

### ***How much time will I need to give?***

- Approximately 2-3 hours per week and attendance at Club Committee meetings

### ***What do I need to do this role?***

- Look after the finances of the club
- Need to be well organised and careful when handling money
- Scrupulously honest and able to answer questions in meetings
- Prepared to make instant decisions when necessary

### ***What are the benefits and how will you support me?***

- Satisfaction of making a vital difference in your club
- Learning new skills and developing your ability to carry out financial management tasks
- The club will reimburse any agreed expenses that you incur as a result of your volunteer role
- Platform for future volunteering/employment opportunities
- The enjoyment of meeting new people as part of a team
- Training opportunities through external courses