



Roles and Responsibilities Region Treasurer

SUMMARY:

The Region Treasurer shall be accountable for the fiscal affairs and be able to interpret INA financials. Provide financial information and reports to INA Treasurer and Executive Director. Give updates on the financial standing of region membership. Serves on INA Finance Committee.

TERM OF OFFICE:

Elected by the members from their region for a two-year term. The term of office shall commence at the adjournment of the INA Membership Assembly when election results are shared with the membership and shall continue for two years or until a successor is elected or appointed.

SPECIFIC RESPONSIBILITIES:

The following responsibilities are in addition to those in the INA Bylaws:

1. Be accountable for the fiscal affairs of the region.
2. Serves as a member of the Region Board.
3. Serves on the INA Finance Committee.
4. Ensure receipt and documentation of all funds of the region.
5. Monitor the deposit and expenditures for the region.

QUALIFICATIONS:

Must be a current INA/ANA member within the region they represent. Have a current and unrestricted RN license to practice in the State of Iowa. Must have basic knowledge of parliamentary procedures and an understanding of the organization's INA Bylaws and other rules.

TIME COMMITMENT:

The following is an estimate of time spent in fulfilling the duties of this office:

- 1 hour four times a year for Region Board meetings.
- 2-3 hours for Region Meetings annually.
- Participate in INA events & Region meetings.
- 2-5 hours attending INA Finance Committee meetings annually.