JOB DESCRIPTION

TREASURER

The SOHSET treasurer is responsible for the financial stability of the organization. Presently this position carries one vote in the decision making of the organization.

The following duties are the responsibility of the Treasurer:

A. Stalls and parking
B. Collection of monies for stalls and parking
C. Paying hotels, judges, cows and misc. district billings
D. Keeping financial records accurately
E. Issuing invoices to all teams for monies owed
F. Working financially with the Auction
G. Collecting money and assigning all stalls and parking for State Championship
H. Creating a Budget and Financial statements for District and State
I. Paying all bills issued from the State Board
J. Remitting to the State $30 for each athlete on Dec. 1st
K. Working with the Secretary to complete State Registration
L. Be a co-signer on all checks (either Treas. Or Dist. Chair)

The treasurer is an elected position and carries a term of one year. This position can be held for more than one year, if re-elected.