



## Treasurer of the Board of Directors

### Mission

Find Your Power's mission is to expand access to resources and the internet for underrepresented women worldwide to further their education, advocacy, community, and employment.

### Position

As the treasurer of the board of directors, you will be a partner to the founder and CEO and other board members. You will maintain a budget and provide strategic financial direction as Find Your Power grows. We are specifically seeking individuals with professional experience in business development, development/fundraising, public relations, or web design and development/technology to take on roles on our board of directors.

### Primary Responsibilities

- Lead the creation and approval of Find Your Power's annual budget
- Basic bookkeeping and accounting work, checking for errors or fraud
- Complete annual financial reporting, including IRS Form 990
- Serve as a financial liaison for board members without financial knowledge
- Support and evaluate the CEO with the goals of the organization in mind
- Develop and manage relationships with funders, partners, and other stakeholders
- Act as an ambassador for Find Your Power
- Adhere to legal and ethical standards and norms for 501(c)(3) organizations

### Additional Responsibilities

- Conduct board self-assessments
- Recruit and orient new board members as needed
- Treat Find Your Power as a top philanthropic priority, as you are able

### Qualifications

- Professional experience with significant executive leadership accomplishments in business, government, education, philanthropy, or nonprofit sectors
- Experience building credibility in the funding community
- A commitment to the mission and values of Find Your Power
- Strong attention to detail and highly analytical
- Ability to create and enforce strong internal controls
- Ability to commit at least six hours per month to board activities

To apply, send a letter of interest and your resume to [ivy@findyourpower.org](mailto:ivy@findyourpower.org).