

Position: Lodge Vice Chief - Finance

Term Length

One Year Term starting on August 1st and ending on the next August 1st.

Qualifications

- Must be under the age of 21 throughout the duration of the term
- Must be a member in good standing registered with Totanhah Nakaha Lodge and Northern Star Council.
- Must be able to commit the time and effort needed to effectively conduct the office.

Responsibilities

- Assists the lodge chief, as directed by him, to carry out the operations of the lodge.
- Assumes other responsibilities and duties as assigned by the lodge chief.
- Promotes participation in lodge, section, region, and national events.
- Serves as an example of the ideals of the BSA and the Order of the Arrow.
- Wears the Scout uniform correctly.
- Keeps track of the money and information from registrations for all of the lodge's events
- Drafts and prepares a budget for the Lodge Executive Committee with assistance by the other lodge officers, lodge advisers, and the lodge finance adviser.
- Monitors the funds of the lodge through events and annual budgets and reports any major differences of the budgeted values and the actual values.
- Monitors the lodge's trading post when "in business" and keeps track of inventory of all of the merchandise. Also offers new ideas for items to be sold in the trading post.
- Recommends to the Lodge Executive Committee the amount of money that should be stated in terms of renewing an Arrowmen's dues.
- Leads the lodge's fundraising efforts, should the Lodge Executive Committee desire to use this method to gain money through donations.