

Unit Finance Specialty Community Role and Responsibilities

ROLE

- To support Girl Guides of Canada, Ontario Council on best financial management and long-term viability
- To provide advice and act as a resource to the Ontario Council Treasurer
- To provide support for Unit Treasurers and address compliance issues, including Unit deficits
- To carry out any additional work as directed by the Provincial Council
- To consult with other committees in order to combine the expertise of all for the benefit of Guiding in Ontario and Nunavut

MEMBERS

Membership shall include:

- Provincial Treasurer (Chair)
- Risk and Compliance Coordinator (*ad hoc*)
- Members at large (5-10)
- Youth Member at large (2)

RESPONSIBILITIES

The Provincial Unit Finance Specialty Committee shall:

1. Study, develop and recommend proposals appropriate to the purpose of the committee while ensuring best management and stewardship of Guiding within Ontario Council
2. Ensure that Ontario Council's financial operations are managed in a fiscally responsible manner at both the Provincial and Unit level
3. Monitor the revenues and expenditures to ensure funds are available for the proper operation of Ontario Council
4. Prepare the annual Ontario Council budget and present it, via the Chair, to Ontario Council
5. Facilitate trainings and mentorships to Unit Treasurers, including those working on performance management requirements
6. Provide support to Administrative Community Leaders (ACLs) for Guiders who require performance management regarding finances
7. Ensure compliance with GGC's standard financial policies
8. Provide input on GGC financial processes and banking platform
9. Consider all questions of a financial nature which may be referred to by the Provincial Commissioner, Ontario Council, and other committees, and submit recommendations based on Ontario Council financial standards
10. Report on activities and provide recommendations, via the Chair, to Council in a tabled report

