**COUNCIL BUDGET COMMITTEE CHAIRMAN**

**JOB DESCRIPTION**

**Especially prepared for:**

**Finance Committee:**

Responsible to the Vice President of Finance for building an organization capable of executing the council’s overall finance plan to support the current strategic plan by overseeing and insuring the council’s fiscal capacity to provide a quality program for young people.

**Objectives:**

To help identify and engage members of the Fund Development Team to help ensure that the council achieves the three Journey to Excellence Finance objectives.

* **Fiscal management** – maintain positive unrestricted net assets in the operating budget
* **Fundraising** – increase council generated net contributions in the operating fund
* **Endowment** – add permanently restricted gifts to the endowment fund

To help identify and engage members of the Fund Development Team to give leadership and accept responsibility for the areas of:

* **Budget Committee** – development and monitoring of the annual budget – Generally meets 3-4 times a year to help prepare and monitor budget activity.

**Budget Committee Chairman**

1. Accept responsibility to insure that the council meets its fiscal capacity needs to deliver a quality Scouting program to an ever growing number of young people through the development and monitoring of the council yearly operating budget following the recommended national plan for budget development.
2. Attend and engage at all Finance Committee meetings.
3. Attend and preside at all Budget Committee meetings.
4. Provide information and guidance to the executive committee to the budget and any necessary recommendations.
5. Make a major gift level contribution to the council.