

The role of treasurer



Transparent financial management is essential for any organisation. The treasurer has a pivotal role in leading on all financial matters, ensuring that committee members/trustees are aware of and understand their joint responsibilities in relation to finance.

This course is aimed at anyone who is currently in the role of treasurer or thinking about putting themselves forward for this position. The skills learnt will help you to develop a deeper understanding of functions and responsibilities of this role.

This course focuses on:

- Roles and responsibilities of treasurer
- Skills and attributes required to be a treasurer
- Reporting requirements for charities and companies
- Planning and preparation of key financial documents
- The importance of a treasurer within an organisation.

Continuing Professional Development (CPD)

Continuing Professional Development (CPD) All of our courses are certified by the CPD Certification Service.

We offer formal accreditation

Open College Network West Midlands is a national Awarding Organisation, regulated by Ofqual and the Quality Assurance Agency for Higher Education (QAA). Additional costs will apply.

For further information, please visit: www.communitygrouptraining.co.uk or email info@communitygrouptraining.co.uk