



United Way
Blackhawk Region

United Way Blackhawk Region Finance Committee Member Description

Staff liaison(s): Finance Director and/or President

Summary

United Way Blackhawk Region (UWBR) fights for the health, education and financial stability of every person in every community. Policies and procedures advised by the Finance Committee enable UWBR to accomplish its mission of improving lives by mobilizing the caring power of communities.

The purpose of UWBR's Finance Committee is to assist the Board of Directors in meeting their fiduciary responsibilities. The committee is intended to (1) Enhance adequate Board understanding of the organization's financial position and performance; (2) Assist in ensuring agency stewardship, transparency and accountability related to use of resources; (3) Help craft Board level policy decisions regarding human resources, facilities and infrastructure.

The Finance Committee is a committee advisory to the Board of Directors. Its area of advisory responsibility is limited to the financial operations of UWBR. The committee shall consist of at least one UWBR board member and not more than five people; appointments will be made on an annual basis; and the Finance Committee Chair is appointed by the UWBR Board Chair.

Roles and Responsibilities

- Have personal integrity, intelligence, and appreciation of the values of United Way.
- Will have no business financial interests that will conflict with the decisions of the Committee.
- Attend meetings as often as necessary, but not less than quarterly.
- Recommend Board policies and procedures, and monitor performance in the areas of:
 - Financial Operations;
 - Budgeting;
 - Investments and;
 - Risk Management.
- Function as the Audit Committee for the organization including:
 - Examination of the annual audited financial statements prior to UWBR board approval;
 - Participation in the process of selecting CPA/Auditing Firm when agreements end.
- Serve as a professional representative on behalf of United Way, championing the mission and ultimately strengthening United Way's financial operations and sustainability.

Estimated time requirement

* Quarterly meetings; others as needed

* Misc. communication with committee members or UWBR staff

TOTAL

Approx. Hours

4-8

1-5

5-13 hours