

# ABC Treasurer Statement of Interest

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Members of Antioch Baptist Church (ABC) interested in serving as the ABC Treasurer who have not served in this capacity before, must complete this brief statement of interest. If you have any questions, please email the point of contact listed below.

Please complete the information and save the file with the name of the ABC Treasurer and Your Last Name (For example: Budget Brown and **Send the completed form to [ABC.PLC@antioch-church.org](mailto:ABC.PLC@antioch-church.org)**

**Point of Contact:** Deacon Charlie Williams at [wilcha@aol.com](mailto:wilcha@aol.com)

## **Treasurer Position/Term**

As set forth in the ABC Bylaws Article II, Section 1, the Treasurer is one of Antioch's church officer positions. It is a volunteer position elected by the church. The Treasurer shall serve a three-year term. Antioch may extend this term for an additional three (3) years during any church business meeting. The Treasurer shall serve as the Chair of the Finance and Budget Committee.

## **Treasurer Duties**

- Ensure that the Finance and Budget Committee's roles and responsibilities set forth in Article IV, Section 1 of the ABC Bylaws are fulfilled.
- Provide oversight responsibilities for proper governance and for compliance with accounting policies and procedures for all funds received for any and all purposes.
- Review and verify all disbursements monthly
- Work with the Finance Director to ensure the budget and financial responsibilities for Antioch are carried out

## **Desired Qualifications**

- Member of ABC and demonstrated engagement in ABC ministries and learning
- Financial Management Experience in for profit or not for profit organizations
- Expertise in reading and understanding financial statements and fundamental budgeting principles
- Understanding of basic accounting principles and practices, including bookkeeping, financial reporting, and auditing
- Capability to analyze financial data, identify trends, and make informed recommendations for budgeting and financial planning
- Integrity and Trustworthiness
- Ability to effectively communicate financial information to church leadership, members, and external stakeholders
- Ability to collaborate with other church leaders, committees, and volunteers to support the financial management and stewardship of church resources
- Discretion and confidentiality when handling sensitive, confidential, and personal information
- General knowledge of Roberts Rules of Order

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**Members who are elected to this position cannot be an employee, trustee, deacon, or immediate family member of a sitting member of an ABC board or oversight committee.**

Please provide a written response covering the information below, **not later than May 10, 2024** (not to exceed 2 pages).

- Name
- Why do you want to serve as the ABC Treasurer?
- Briefly describe the skills you would bring to the position and how they align with the qualifications stated above.
- List the ministries, church activities, Christian education, and spiritual growth areas in which you are/have served/participated.
- Additional documentation requested: Along with SOI please provide a copy of your current resume or Bio.

**Note:** Brother Tony Thompson is currently serving as the Chair of the Finance and Budget Sub-Committee under the Provisional Leadership Committee. As the PLC stands down and as provided for in the ABC Bylaws, the church is required to elect a Treasurer who shall serve as the Chair of the Finance and Budget Committee. Brother Thompson was not previously elected to the Treasurer position. This statement of interest is being distributed in order to provide an opportunity for all interested candidates to be considered for nomination. Brother Tony Thompson will also be nominated for the position.