

#### 4th HOOAH WI Board Roles and Responsibilities

The Treasurer of the 4th HOOAH WI shall create and update financial books and records, lead the board in financial policy and recordkeeping, and provide strategic fundraising support. This role requires the following specific duties:

- Understand and implement the 4th HOOAH WI mission and vision statements (see below)
- Carry out special assignments as requested by the board president
- Participate as a vital part of board leadership
- Attend 85% of the WI board phone meetings (bimonthly). Currently the second and last Wednesdays of a month at 9 p.m.
- Attend to policy related decisions that effectively guide activities of board
- Signature holder on bank account
- Lead the board in financial knowledge and organization, manage and review action related to the board's financials.
- Lead the board in developing financial policies that ensure sustainability and integrity of the 4th HOOAH WI
- Keep current on National Policy that affects the 4th HOOAH board decision making
- Work with the National Treasurer as needed
- Identify and solicit individual and/or corporate donors for the 4th HOOAH WI
- Actively participate in the planning and execution of all fundraising events
- Identify Veterans to help and bring plans to the board
- Effectively represent the 4th HOOAH WI in the local community, state, and national level as applicable.
- Participate in an annual self-assessment process for the 4th HOOAH WI board
- Hold a vote at the state level
- Personal qualities of integrity, credibility, and a passion for helping improve the lives of veterans in Wisconsin.