



College of Paramedics of Manitoba		
Policy Name: Role of the Treasurer	Policy Number: GP-6	Total # of Pages: 2
Approval Signature: <i>Original Signed by J. Wade</i>	Section: Governance	
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**1.0 PURPOSE**

This policy is designed to clarify the roles, responsibilities and expectations of the College of Paramedics of Manitoba Treasurer.

**2.0 DEFINITIONS**

N/A

**3.0 POLICY**

- 3.1 The Treasurer is the Treasurer of the College of Paramedics of Manitoba Council
- 3.2 The Treasurer serves as the Chair of the College of Paramedics Finance, Audit and Risk Committee
- 3.3 The Treasurer serves as a member of the College of Paramedics Executive Committee
- 3.4 The Treasurer assumes the role of Council Chair in the absence of the Chair and Chair-Elect
- 3.5 The Treasurer drafts and delivers the Finance Committee Report to Council for consideration
- 3.6 The Treasurer, through the Finance Committee, is responsible for the following products:
  - 3.6.1 Financial oversight of the College
  - 3.6.2 Financial reporting and audit
  - 3.6.3 Annual operating budget recommendation to Council with registration fee schedule
  - 3.6.4 Monitoring adherence to budget
  - 3.6.5 Setting long-range financial goals along with funding strategies
  - 3.6.6 Develop multi-year operating budgets that integrate with the College strategic plan
  - 3.6.7 Recommendations to council on financial policies



**4.0**    **PROCEDURE**

N/A