



Title: Treasurer

Girls Rock! Canberra is seeking to recruit an experienced Treasurer to join the board, who shares our vision for building a strong, diverse and inclusive music community in Canberra. This is an exciting opportunity to help shape the direction of a youth-focused, emerging arts organisation. Girls Rock! Canberra was established in 2015, with its first program running in January 2016 at Ainslie Arts Centre, and incorporated as a not-for-profit organisation in 2019.

As Treasurer, you will be responsible for preparing quarterly and annual financial reports for board meetings, providing regular guidance and oversight on financial matters to staff and board, and ensuring that Girls Rock! Canberra meets its financial and legal obligations.

The board is responsible for providing strong governance for Girls Rock! Canberra as a not-for-profit organisation, and overarching support and guidance to the staff where necessary. As a board member, you will contribute to strategic planning, and have the opportunity to form and be part of subcommittees. It would be valuable if you could commit to two years on the board. **This is a volunteer position.**

Highly desirable:

- Accounting skills and experience
- Experience working with not-for-profit charity organisations
- Previous board experience, especially in a Treasurer role

Your commitment:

- Prepare for, attend and contribute to at least four meetings a year (1.5-2 hours each)
- Contribute to the preparation of the Annual Report, including preparing Treasurer's Report
- Prepare quarterly financial reports for board meetings
- Assist staff with creating annual budget, and preparing budgets for grants
- Assist with acquitting grants, including providing budget and financial summaries
- Provide guidance and oversight to staff members on financial matters
- Attend and actively participate in strategic planning sessions (once a year)
- All board members are encouraged to get involved with GR!C events including fundraisers



Our vision is to have a board that is a reflection of both our GR!C community and the wider Canberra community, and **we strongly encourage and prioritise applications from people with diverse identities and lived experiences**. All board positions are open to people of marginalised gender identities, including women (trans and cis), gender-diverse and intersex people, and trans-men. We recognise that gender is self-identified, and that there is a variety of language people may use to best express their experience of gender.

About Girls Rock! Canberra

Girls Rock! Canberra is a community arts organisation working to increase the participation of young people of marginalised gender identities in music. We create safe and inclusive spaces for young people to learn, create and collaborate through promoting inclusivity, diversity, respect and accessibility. We focus on programming for Canberra and neighbouring regional and rural areas. Our annual flagship program, Rock Camp, is a school holiday program for young people (10-17 years old) of marginalised gender identities to express their creativity, build confidence and develop their artistic skills. Over a week, campers form bands, learn an instrument, watch live music performances and attend creative workshops (such as screen-printing t-shirts and zine-making), and write an original song to be performed at the-end-of-the-week showcase.

To apply please send us your resume (1-2 pages) and a short expression of interest statement introducing yourself and why you'd like to join the board. Alternatively, you can make a short video (max 5 minutes) introducing yourself instead. If you have any questions, please contact Co-Director Phoebe O'Leary at recruitment@girlsrockcanberra.com.au