

The Nominating Committee of the National Council of Catholic Women is seeking candidates to represent all members in the office of Treasurer. Information and nomination form with qualifications and requirements for the position are posted on the NCCW website, www.nccw.org. Members can provide valued assistance by directing suggested candidate names and recommendations to the chair of the Nominating Committee, Chris Heiderscheidt, chrisheiderscheidt@gmail.com. The deadline to receive all nomination applications is December 1, 2019.

Treasurer: The NCCW Treasurer should have experience in the position of Treasurer in her CCW or DCCW or a similar organization. She will oversee preparation of budgets and financial statements and be able to provide explanations of these documents to the NCCW Board of Directors at their meetings and annually to the NCCW membership at the annual national convention. She will prepare reports for the *Catholic Woman* magazine and for each issue of the NCCW *Connect*.

The NCCW Treasurer will work with the Executive Director to monitor NCCW bank accounts, prepare check requests, and monitor the stability of NCCW finances. She will perform all duties as noted in the Financial Policies and Procedures Manual reserved to the Treasurer and will ask for updates to that Manual, as needed. The Executive Committee must approve all major financial decisions and expenditures and will receive a monthly update from the Treasurer.

The Treasurer serves as the Chair of the Finance Committee.

Qualifications/Prerequisites: Candidates for the office of Treasurer must be an individual member of NCCW; preferably have held an office on the Arch/Diocesan, subdivision, or local level or served on another non-profit organization's board; be able to attend three Board of Directors meetings a year and other meetings as requested; be available for monthly conference calls with other members of the Executive Committee.

PROCESS TO APPLY:

Nominations need to be submitted by December 1, 2019, to the chair of the Nominating Committee. Elections are held in May, with the installation at the annual meeting in August 2020. Nominations must include the nomination form (available at www.nccw.org), a letter of endorsement from the candidate's bishop and president of nominee's affiliate, a 100-word statement of the nominee's reason for seeking this position, a resume (details on www.nccw.org) and a current photo.

Consult www.nccw.org for more information or a member of the Nominating Committee: Chris Heiderscheidt chrisheiderscheidt@gmail.com, Jean Bazley ladiebug39@aol.com, Mary Glosso maryglosso@hotmail.com, Rose Guerrero rose_guerrero51@yahoo.com, Deanna Holmer deannaholmer@gmail.com, Debbie Keller kelkrew@gmail.com, Joby Parker jobyparker@hotmail.com.

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Voting will take place April 1-4 PM EST May 1.