



Montana Association of Symphony Orchestras - Position Announcement

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Position Title: Board Treasurer
Reports To: Management Committee



Position Summary: MASO is seeking a Volunteer with enthusiasm, vision, and basic accounting skills to support the work of the management committee and the organization.

Skill Requirements:

- Experience in fiscal management and reporting skills
- Computer skills and knowledge of Excel and QuickBooks
- Ability to effectively communicate with stakeholders

Responsibilities:

- Receive, deposit, and book all income
- Notify Executive Director and donor of receipts
- Assist Executive Director and management committee in preparation of annual budget

Application Deadline:

Applicants are encouraged to apply immediately.
Job open until filled, but desire hire to begin January 1, 2020.

To Apply:

Please Submit Resume' and letter of interest to:
MASO President, John Stewart
DG5390.2013@gmail.com