

Mission:

To provide scholarships for LGBTQ+ youth to attend inclusive summer camp programs while supporting parental and community education.



Vision:

Every LGBTQ+ child deserves unconditional love and the opportunity to have a summer experience filled with adventure and wonderful memories.

Open Vacancy: Treasurer

Kaylee's Kamp Foundation is looking to fill the Board of Director's position of Treasurer. The position description below outlines qualities we are seeking in a candidate.

Treasurer

The Treasurer is the lead director of financial management and oversight, and they serve as a member of the Board of Directors. They are expected to regularly attend quarterly Board meetings as per the organization's Bylaws. The Treasurer takes the lead in ensuring the organization abides by its financial policies and creates systems to ensure transparency and accurate recordkeeping.

Financial policies and procedures have already been established for the organization, but it will be the responsibility of the Treasurer to amend such policies and procedures as they deem necessary.

The Treasurer will ensure annual audits are conducted and that audit reports are prepared. They will work alongside current, and future, tax representatives to ensure timely filings for the organization.

The Board of Directors rely on the organization's budget to drive their decision-making and to help inform the organization's goals. The Treasurer should be prepared to answer any and all questions about the budget before the Board approves it. In addition to monitoring and maintaining the budget, the treasurer also prepares a financial statement for the Board's review at every board meeting.

It is necessary for this position to be held by a highly competent individual. The position will be best filled by someone who has a passion for accounting and finance. It is also preferable for the treasurer to have knowledge in nonprofits, but this is a requirement that can be learned on the job. The most important aspect of the treasurer is someone who holds honesty and integrity in high esteem and who is committed to accuracy, transparency and timeliness.

Finally, Kaylee's Kamp Foundation encourages candidates that are either part of, or have strong daily support as an ally, to the LGBTQ+ community to apply. Additionally, the Board recognizes that diversity matters and welcomes BIPOC people to feel supported in submitting their application for consideration. For anyone applying, please review the Mission and Vision of the organization and the continual forward-thinking approaches that involve LGBTQ+ youth and their families to ensure alignment with the organization. This position, like the rest of the Board, interacts and engages with events and fundraisers, many tied to the LGBTQ+ community, throughout the year so LGBTQ+ knowledge and awareness are critical when becoming involved. This position will be held until 2025 and is pro-rated based on a three year term.

This position is open until filled. Please direct any and all inquiries to the Executive Director via email at kayleeskampfoundation@gmail.com.

