



SCIBA needs a new County Treasurer.....

Sussex County Indoor Bowls Association is looking for a new County Treasurer to take over from the previous incumbent who is moving to South Africa. Currently the role is being undertaken by the County Secretary who is one of the signatories on the SCIBA accounts but with the new season getting underway it is important that he is released from the additional workload and a new permanent post-holder be found and moved into position as soon as possible.

The role of County Treasurer is a key position on the SCIBA Executive and critical to the overall good management of the county. The nominee must be a SCIBA affiliated member. Duties include overseeing the main accounts, collecting fees and subscriptions from the club, paying bills, reimbursing monthly expenses to authorised county personnel, paying annual honoraria and the dispensing and dispersal of monies around the county for various supplementary services. SCIBA accounts are now managed on line with deposits and payments so far as possible being made using the BACS system. Whilst still collecting a substantial number of our subscriptions and fees from the clubs by cheque the new Treasurer will be expected to expand the BACS system across the county and encouraging the Sussex indoor clubs to use BACS wherever possible.

The County Treasurer is also the County Quartermaster and deals directly with the ordering, holding and dispersal of stock items such as county shirts, county ties, badges, jewels of office, scorecards, stickers etc. etc. He will need to have room to accommodate a number of storage boxes both current and historic. Responsibility extends to dissemination of stock to the other County Officers who have to hold saleable items throughout the season.

The County Treasurer is a very senior member of the County Executive and must attend all the County Executive, GPC and Finance meetings held during the year. He reports and advises on the current state of the two main accounts...the SCIBA principal current account and the SCIBA Benevolent Fund and submits a summary report at each meeting of where the county stands with their finances. At the end of the financial year he must produce a Statement of Accounts at the SCIBA AGM. The county have recently been able to appoint an Examiner of Accounts following an extended period without one and the Treasurer will need to liaise with him to reconcile the accounts ready for publication. Accounts must be kept up to date and ready for inspection should an Affiliated Member wish to see them or has a query.

The post attracts an honorarium and reimbursement of out of pocket and authorised travelling expenses. It would suit someone who would like to get involved long term at County Executive level in a vital, key position and hopefully someone who wants to put something positive back into a sport that has given him much enjoyment. As much help as possible will be provided by the other Executive Officers and provided the nominee has a sound and commonsense approach to dealing with accounting matters it is a rewarding and influential county position. It is considered that the role, being a full one, would not suit someone holding a number of other commitments. SCIBA would expect the post-holder to put Sussex County to the fore of any other responsibilities or obligations.

If you are interested and would like to discuss it further please contact me on landline: 01903 248049 or mobile: 07775 668118 in order we can arrange a meet and have a chat about the in's and out's of the job.

Tony Phillips
Hon Secretary
Sussex County Indoor Bowls Association
18th August, 2016