

CENTRAL NEW YORK BAPTIST ASSOCIATION
Job Description

Title: Assistant Treasurer

Page 1 of 1

Job Description Number: JD 2-6-1

Date Adopted: 13 October 2001

Effective Date: 13 October 2001

Reports to: Executive Board

General Description: Assist the treasurer.

Term: One Year

Duties:

1. Support and promote the ministries of the association.
2. Fill the responsibilities of the treasurer in the event it is necessary
3. Serve on the Executive Board and the Administrative Team.

Employment Status: Volunteer