

Treasurer, Board of Directors

Title: Treasurer, Board of Directors (volunteer)

Organization: Crisis Centre of BC

Term: 2 year renewable term (4 consecutive terms maximum), elected at the Annual General Meeting

Start Date: September 10, 2026

You will work collaboratively with other Board members, the Executive Director, and senior leadership to guide the organization in advancing its vision & mission:

Vision

A world where the human experience of suicide and crisis is met with compassion, respect, and understanding.

Mission

The Crisis Centre of BC provides opportunities for connection where people are valued and supported to address crisis and suicide.

Some of the Crisis Centre's immediate priorities include:

- Real estate strategy for the Centre's owned property.
- Motivating a full and effective crisis care continuum across BC.

Role Responsibilities

The role of the Treasurer is to oversee the financial functioning of the organization, review the external audit, and provide regular financial reports and information as required to the Board. The Treasurer regularly reviews financial information and provides the Board with a report containing relevant financial information at each Board meeting. The Treasurer is responsible for annually recommending an external financial auditor to the Board. The Treasurer is responsible for working with Crisis Centre staff and external auditors to complete annual audited financial statements, including recommending the Board approve annual financial statements. The Treasurer is responsible for working with the Crisis Centre staff to complete any other necessary financial reporting required by donors, governments, tax authorities, etc.

The Treasurer leads the annual audit process by:

- Reviewing and recommending to the Board of Directors those financial statements intended for circulation among members, paying particular attention to their presentation format.
- Meeting at least once annually with the Auditor, and conducting part of the meeting in camera, in the absence of management.
- Reviewing any Auditor's reports and Management Letters and reporting on them to the Board.
- Reviewing the Terms of the Audit Letter of Engagement, including the approval of the Audit fees.
- Annually recommending the appointment of an Auditor.
- From time to time, undertaking a process to assess the performance of the Auditor and, if required, implement a process to appoint a new Auditor.

The Treasurer also:

- Participates on the Executive Committee;
- Promotes the organization and its purpose;
- Acts as one of the signing officers for the organization;
- Orients the new Treasurer;
- Is available to the Executive Director for assistance and advice on financial management matters; and
- Is prepared to serve a future term as President.

Desired Experience

- Board or governance experience in the nonprofit, health, government, or social sectors.
- Financial literacy or budgeting.
- Knowledge or interest in mental health systems, suicide prevention, or crisis response (personally or professionally) an asset.

How we work together as a Board:

- Non-profit stewardship, especially for an organization that focuses on crisis and suicide, is often rooted in personal experiences of difficult times in our lives.
- We strive to be sensitive to the challenges of our work, tolerant of imperfection, and committed to fostering collaboration, respect, and open communication.
- We strive to maintain a supportive environment where all board members feel comfortable contributing and having their ideas heard, and all staff feel valued and understood.
- Kindness first.

How to Apply

We will follow a rolling interview process as applications are received.

Please complete the following:

- 1) Become a member of the society prior to submitting your application. Membership is free and the application can be [completed online](#).
- 2) Submit a single PDF cover letter and resume. Please include in your cover letter something we would not learn in your resume or LinkedIn.
- 3) Applications can be submitted to tguyon@crisiscentre.bc.ca