



The New West Farmers Market is seeking a volunteer **Treasurer** to join our **Board of Directors**!

About NWFM

The New West Farmers Market Society (NWFM) focuses on environmentally sustainable food production by bringing locally grown and produced foods to the community, thereby contributing to local economic development, healthy eating, and food security while connecting with our heritage of having a vibrant city market.

As a non-profit society, NWFM is governed by a volunteer Board of Directors who are elected for one-year terms.

The Opportunity

We are seeking a Co-Treasurer to join the NWFM Board of Directors for the remainder of our 2026 term, ending in March 2027.

All Directors are expected to:

- Attend and participate in all Board and relevant Committee meetings
- Represent the Market as needed in the community or at meetings with partners

The Co-Treasurer is responsible for **leading the financial management** of NWFM, including:

- Collaborate with Board and Staff to develop annual operating budget
- Analyze cash position and make decisions around investment management
- Develop annual financial report and present annual financials to members at the AGM
- Prepare a budget-to-actual analysis to the Board
- Provide direction to outsourced accounting firm as needed
- Provide financial data for grant applications as needed

The Treasurer can expect to spend an average of **5-8 hours per month** on NWFM-related work.

The successful candidate will have a background in accounting or finance, an interest in supporting the New West community, and the ability to contribute their time. Non-profit or Board experience is helpful but not required.

If this sounds like you, we'd love to hear from you! **Please submit your resume and a letter of interest** to board@newwestfarmers.ca as soon as possible.

Applications will be reviewed on a rolling basis. Shortlisted candidates will be contacted for an interview; we thank all applicants for their interest.