

Roles and Responsibilities of the Chair for Mission Advancement (CMA) and District Council Treasurer

Chair for Mission Advancement

Selection Criteria: The Chair for Mission Advancement should have actively participated in major work at the District Council level and have demonstrated proven leadership skills.

Responsibilities:

- a. Act as a bridge between ULI and District Council activities
- b. Help create the annual program of work for the District Council, with consideration to the ULI program focus of that fiscal year
- c. Ensure that ULI practices, policies and programs are integrated into the District Council's activities and outreach
- d. Provide ULI and the District Council with regular updates on the advancement of the ULI mission within the program of work of the District Council
- e. Advise or oversee responsible chairmen or be actively (individually) responsible for the implementation of the above activities in the District Council

District Council Treasurer

Selection Criteria: The Treasurer should have demonstrated financial management acumen and possess the time to consistently meet with staff and the District Council Chair and to interact with other ULI staff on an as-needed basis.

Responsibilities:

- a. Provide key assumptions for the annual budget based in conjunction with staff input.
- b. Review/approve for submittal the annual budget and forecasts.
- c. Approve expenditures at authorized level.
- d. Provide the District Council with regular updates on the District Council's financial position.