



## 2022-2023 Director of Finance Application

Dear applicant,

Director of Finance monitors and tracks expenditures of CU Student Government Proper on a weekly basis, submits weekly finance reports to the Executives and makes recommendations on proper expenditure of student fee dollars, writes and presents all SOR and Fund Balance requests for CU Student Government Proper to the Finance Board. In addition, this position tracks CU Student Government payroll staff hours, prepares CU Student Government quarterly reports in a timely manner to present to the Finance Board, reports to Legislative Council following quarterly reports, and prepares a sound annual budget for CU Student Government Proper, allowing the next Executives to function to the best of their ability. It is required that this position maintains office hours, attends campus events representing CU Student Government and attends all CU Student Government meetings, including Finance Board as an ex-officio member.

Qualifications for this position include but are not limited to: a passion and desire to serve fellow students, exceptional interpersonal skills such as communication, teamwork and leadership, strong organizational skills and exceptional written and verbal communication skills. Comprehensive understanding of finance and accounting principles and a comprehensive understanding and comfort working with Microsoft Excel is also required.

Applications will be received on a rolling admission, and you will be contacted by the tri-executives for additional interviewing if qualified. Please feel free to reach out to any of the executives with any questions or concerns.

COMPLETED APPLICATIONS AND RESUMES SHOULD BE SENT TO:

[president.hill@colorado.edu](mailto:president.hill@colorado.edu)

[president.nguyen@colorado.edu](mailto:president.nguyen@colorado.edu)

[president.nicklas@colorado.edu](mailto:president.nicklas@colorado.edu)

<b>APPLICANT INFORMATION</b>		
<b>First Name</b>	<b>Last Name</b>	<b>Date</b>
<b>Phone Number</b>	<b>E-mail Address</b>	
<b>Year in School (starting in the Fall)</b>	<b>Major and Minor</b>	<b>GPA*</b>
<b>Dates available for interview</b>	<b>Are you studying abroad Fall 2022 or Spring 2023?</b>	<b>Preferred Pronouns</b>

\*= not required.

## GENERAL QUESTIONS

1. Why are you interested in applying for this position?

2. What prior experience do you have that will contribute to this position?

3. Please explain your ideal work environment:

## Position Specific Questions

**1. How would your passions contribute to your work in this position?**

**2. Identify a time in which you were involved in planning and executing a budget.**

**3. What other student groups or off-campus groups are you involved in?**

**DISCLAIMER AND SIGNATURE**

I hereby certify that my answers are true and complete to the best of my knowledge.

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Signature (as it appears on this application)	Date
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*Please submit your resume attached to this application.*