



Student Government

UNIVERSITY OF COLORADO **BOULDER**

2023-24 Director of Finance Job Application

Dear applicant,

The Director of Finance is responsible for all aspects of CUSG’s Executive branch finances, including but not limited to: monitoring and tracking expenditures of CUSG Proper on a weekly basis, submitting weekly finance reports to Executives and making recommendations on proper expenditure of student fee dollars, writing and presenting all SOR and Fund Balance requests for CUSG Proper to Finance Board, tracking CUSG payroll and staff hours, preparing CUSG quarterly reports in a timely manner and presenting to Finance Board, reporting to Legislative Council following quarterly reports, preparing a sound annual budget for CUSG Proper to allow the next Executives to function to the best of their ability, maintaining weekly office hours and attending campus events representing CUSG.

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, facilitation and leadership, strong organizational skills, comprehensive understanding of finance and accounting principles and comprehensive understanding and comfort working with Microsoft Excel. A comprehensive understanding of CU Student Government is preferred but not required.

Applications will be reviewed as they are received, and you will be contacted by the Tri-Executives for 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.Aguijosa@colorado.edu President.Bretholtz@colorado.edu President.Cromwell@colorado.edu

Applicant Information		
First Name		Last Name
Email Address		Are you planning to study abroad this spring? <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Sure
Dates Available for Interview (indicate virtual/in-person)		Pronouns
Year in School	Major & Minor	Phone Number
Signature		Date

CUSG supports and contributes to creating and sustaining a diverse, multicultural, socially just and inclusive campus climate by learning about, recognizing and honoring the diverse backgrounds, histories, identities and life experiences of all our students. We strongly encourage applicants of all backgrounds to apply. Please share any accommodation requests for interviews with this application email.

Why are you interested in this position?

What prior experience do you have that prepares you for this position?

What do you bring to the work environment?

How do your passions contribute to this role and to CU Student Government?

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

How do you manage conflict?