

## MathSoc Vice President, Finance

### Winter 2015 Application

#### Role and Responsibilities

The Vice President, Finance oversees all MathSoc accounts and keeps track of all money-matters around the Society. Duties include drafting budgets, processing expense claims, office accounting, completing monetary deposits, and basic financial analysis of Society spending. The VPF also sits on finance-related committees, including the External Funding Committee and the CnD Management Board. You must be in at least 2A at the start of the **Winter 2015** term in order to fill the role.

If you are interested in the position, please submit this application form to the MathSoc office (MC 3038) or to [vpf@mathsoc.uwaterloo.com](mailto:vpf@mathsoc.uwaterloo.com) by **Monday November 24, 2014 at 11:59AM**. Please make sure that you are also available **November 25-26, 2014 in the afternoon (3:00PM to 9:00PM)** for interviews. Council will make its decision and notify all applicants by **Monday December 2, 2014**.

If you have any questions about the role of the application process, please email [vpf@mathsoc.uwaterloo.ca](mailto:vpf@mathsoc.uwaterloo.ca)

#### General Information

Full Name: \_\_\_\_\_

Year/Program: \_\_\_\_\_

uWaterloo email: \_\_\_\_\_

#### Short Answer Questions

Please list any previous experience you have had volunteering with MathSoc, or a MathSoc club or affiliate.

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Please list any relevant courses you've taken (specifically, accounting or finance courses such as AFM101/BU227W).

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What are your other commitments for the Winter 2015 term? How much time do you expect each of these to take?

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