



**Rucstall**  
Parent, Teacher and Friends'  
Association

# **WE ARE LOOKING FOR A TREASURER**

**To work along side our current Treasurer for the next year to hand over the role, which involves:**

**Ensuring accurate financial records are kept. Following best practice procedures when counting money, making payments and banking.**

**Keeping the committee updated with regular reports and ensures end-of-year reports are completed for the AGM**

**Please speak to one of the committee or email [ptfa@rucstall.hants.sch.uk](mailto:ptfa@rucstall.hants.sch.uk)**

We are a registered charity - your employer may even pay you to volunteer with us!

CHARITY NUMBER: 1020158