

# USC FINANCIAL REVIEW COMMITTEE



## **DUTIES & RESPONSIBILITIES:**

The Financial Review Committee is responsible for monitoring club and accredited group spending to ensure that each club and group is spending according to its mandate and is maintaining accurate financial records.

As a member of the Financial Review Committee you will have the following responsibilities:

- Attending Financial Review Committee meetings and staying in regular contact with the Clubs Finance Coordinator
- Reviewing preliminary club budgets and submitting an analysis the Clubs Finance Coordinator
- Performing financial audits and submitting a report to the Clubs Finance Coordinator