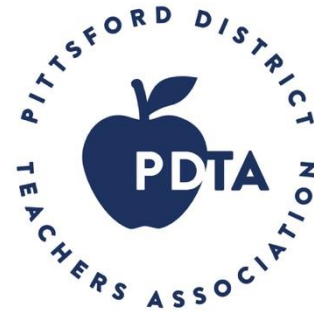


PDTA Treasurer



Qualities:

- Keeps accurate records
- Trustworthy
- Confidential
- Responsible
- Professional
- Reliable/dependable
- Problem solver
- Friendly
- Organized
- Good listener and communicator
- Hard working/can get “stuff” accomplished
- Respected by various stakeholders
- Knowledgeable about the benefits of union membership, and is willing to speak to others about our union
- Committed - aligned with the purpose and direction of the union

Responsibilities:

- Keep an accurate account of all receipts and expenditures of the PDTA
- File Federal documents
- Disburse all funds by check with the authorization of the President
- Present a financial statement at each regular meeting of the Representative Assembly
- Prepare a budget for the following year and present for approval to the Representative Assembly prior to the annual Active Membership Meeting of the PDTA
- Organize an audit of the PDTA books no later than August 31
- Other such activities as assigned by the President

Training and support systems:

- Local PDTA training
- Regional NYSUT training – one to two days in August

- Negotiations conference – once yearly in Rochester
- NYSUT Leadership Institute
- Former Treasurer
- Executive Committee
- Representative Assembly
- PDTA President and other Officers

Compensation:

- [Click for current list of stipends](#)