



## PROPOSED LEGISLATION FORM

Date: \_\_\_\_\_

Person submitting Bill: Sandra Nelson, Legislative Chair

District: 5<sup>th</sup> Conference: Pacific Northwest

Address: \_\_\_\_\_

Ph. \_\_\_\_\_ E-mail: \_\_\_\_\_

1. Check the appropriate response.      Prior Bill;   X   Newly Proposed Legislation
2. Check all that apply. This bill has been reviewed, discussed and is supported at the following levels:

Local Church Lay Organization	District of the Annual Conference Lay Organization	Conference Lay Organization	Episcopal District Lay Organization
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### 3. Complete the following

BILL NO.	Leave Blank
TITLE	Qualifications of Chief Financial Officer
REFERENCE	<i>The Doctrine and Discipline of the African Methodist Episcopal Church 2012, Section III E2 (Page 131-135).</i>
INTENT	To add qualifications to the position of the Chief Financial Officer.
RATIONALE	The Chief Financial Officer oversees an annual budget of approximately \$60 million. It is incumbent upon the General Conference to elect the most qualified person regardless of whether they are ordained or not. The CFOs of the AME Church have been laity for many years and we would like this tradition to continue.

**4. Existing Legislation now reads: (Quote applicable portion of current legislation; Include rationale for the change.) If more space is needed, please continue on a separate page identified as “No. 4 continued”.**

**Current Text:**

None

**5. Proposed NEW wording (by article, section, and subsection). If more space is needed, continue on a separate page identified as “No. 5 continued”.**

The CFO will be a seasoned and mature leader with at least 12-15 years of broad finance experience, ideally beginning in accounting, followed by experience gathering and evaluating financial information and making actionable recommendations to leadership. S/he will have experience managing the finance function (accounting, budgeting, control, and reporting) within a diverse, division-based entity.

The CFO will have the following experience and attributes:

A minimum of a BS in accounting, economics or finance; MBA preferred; a CPA would be a plus.

Strong analytical skills and experience interpreting a strategic vision into an operational model.

Deep understanding of and experience with Office of Management and Budget audits.

Past experience successfully partnering with IT staff to manage critical financial management systems.

An effective communicator at all levels in the organization, with strong oral and written skills and a willingness to share information.

A collaborative and flexible style, with a strong service mentality.

Creativity, with experience funding activities in ways that both cover costs and generate operating margins.

**Cost: FINANCIAL IMPACT:**

This proposed legislation will have a minimal financial impact on the General Budget.

