

Treasurer, Board of Directors

Two-year volunteer appointment — Calgary, AB

Organization	Two Wheel View (TWV)
Role	Treasurer, Board of Directors
Term	Three years, with option to extend
Time Commitment	7 board meetings/year + 6 Finance Committee meetings per year + Organizational Support (3-5 hrs/month)
Location	Calgary, AB — in-person and virtual
Compensation	Volunteer (unpaid)
Applications	board@twowheelview.org — resume + brief cover letter

ABOUT TWO WHEEL VIEW

Two Wheel View uses the bicycle as a vehicle for change in the lives of youth. Through bicycle education, mechanics training, and experiential programming, TWV creates pathways for young people to develop leadership, self-esteem, employment skills, and community connection.

TWV is in an exciting period of organizational growth and professionalization, guided by an Interim Executive Director and a committed board. This is a meaningful moment to join — the Treasurer will play a real role in shaping how the organization strengthens its financial foundation for the long term.

THE OPPORTUNITY

We are looking for a Treasurer to join our Board of Directors. As Treasurer, you will provide financial oversight and governance-level stewardship of TWV's finances — not day-to-day bookkeeping, which is handled by TWV staff, but the kind of informed, thoughtful oversight that helps a board make good decisions.

This is a hands-on volunteer role with genuine impact. If you are a finance professional looking for a way to contribute your skills to a cause you believe in, this is that opportunity.

ROLE DUTIES

In addition to Director responsibilities ([found here](#)), the duties of the Treasurer include, but are not limited to:

- Oversight of TWV's finances and financial management, with day-to-day work carried out by staff
- Support the receipt for funds from any source on behalf of TWV
- Review appropriate financial records consistent with the standards expected of a reasonably prudent charitable organization

- Certify financial statements as required for reports to funders, regulators, and the board
- Serve on the Finance Committee and support accurate budgeting, variance analysis, and reporting by TWV staff
- Advise the board on financial health, risk, and implications of key decisions during the current leadership transition period

WHAT WE'RE LOOKING FOR

You don't need to have served on a board before. We are looking for someone who:

- Holds a CPA designation or equivalent, or has strong professional finance experience
- Has some familiarity with nonprofit or charitable accounting (fund accounting, CRA compliance) — or is eager to develop it
- Can read and interpret financial statements and ask good questions on behalf of the board
- Is reliable, follows through, and communicates clearly
- Cares about youth, community, and the mission of Two Wheel View

Mid-to-late career finance professionals with capacity to contribute are especially encouraged to apply. Board governance experience is an asset, not a requirement.

TIME COMMITMENT

This role requires:

- Seven board meetings per year (a mix of in-person and virtual)
- 6 Finance Committee meetings (approximately 1.5 hours each)
- Review of financial reports between meetings — typically a modest time ask
- Ad hoc availability for questions from the ED, Finance Committee or TWV staff as needed

The Treasurer appointment is for three years, with the option to extend. We're committed to making this a worthwhile and manageable commitment for the right person.

EQUITY & INCLUSION

Two Wheel View believes in fostering a diverse and inclusive environment. We are committed to building a board that reflects the communities we serve. Individuals who are typically underrepresented in nonprofit governance — including queer and trans people, people of colour, Indigenous people, women, and people living with disabilities or mental health variations — are warmly encouraged to apply.

HOW TO APPLY

Send your resume and a brief cover letter to board@twowheelview.org. In your letter, please tell us:

- Why you're interested in the Treasurer role at Two Wheel View
- What financial skills or experience you'd bring to the board
- Anything else you'd like us to know

Applications are reviewed on a rolling basis. Questions are welcome — reach out to the same address and someone from the Governance Committee will be in touch.

twowheelview.org • info@twowheelview.org • 907 9 Avenue SE, Calgary, AB

Mission: To provide programs that use the bicycle as a vehicle for change in the lives of youth. Values: Respect, Authenticity, Resiliency, Adventure, and Community.