

Vacancy Treasurer

CARAF is an organization dedicated to science, we strive to connect researchers from the Caribbean and provide them with effective ways to forward their careers and education. At CARAF we are working to improve scientific opportunities in the Dutch Caribbean by connecting professionals and researchers, creating awareness and helping bring more science to the Dutch Caribbean. It is our goal to bridge science & professionals to come together and
Let the Knowledge Flow.

JOB DESCRIPTION

We are looking for a treasurer who will lead and manage the financial tasks of CARAF's daily operations. Your primary task will be the management of CARAF's finances. As treasurer you will be responsible for CARAF's financial health and overview. CARAF's budget, necessary to achieve the organization's goals, will be entrusted to you. Your tasks will range from the procurement of funds from potential partners and other financiers, to audit and safeguard CARAF's financial health. You will be responsible for generating the appropriate reports and bank statements throughout the year, culminating in a yearly financial report. Based on financial trends of the current year, you may generate a projection for expected costs to be incurred and funds required for the next fiscal year. Despite this being an unpaid function, this function can provide you with new opportunities within the scientific community and you will help many who are in need of our expertise in the Dutch Caribbean. With a dynamic team and being on the front row seat to endorse research in the Dutch Caribbean, you will never have a dull day at CARAF. This dynamic role has far reaching implications, especially if you are from the Dutch Caribbean.

YOUR PROFILE

Are you a driven person with a passion for science and affinity with finance and numbers? Then apply to CARAF! This role can ultimately help you fulfill the needs of your respective Island and make an impact on the islands while living in the Netherlands. Furthermore, you can assist future generations from the Dutch Caribbean who would like to pursue a career in science and also facilitate research that has an impact on local legislation.

JOB REQUIREMENTS

- Resident of the Netherlands
- Minimal University bachelor's degree (any field)
- Experience with finance
- Positive and go-getter attitude
- Organizational skills
- Verbal and written communication skills in English & Dutch
- Flexible & open mindset
- Team player
- Average of 4 hours p/week (variable) available
- Experience in board setting is a pre
- Experience in accounting is a pre
- Native of the Dutch Caribbean is a pre

CONTACT

Interested? Please send us a copy of your resume and cover letter at info@carafscience.com by 15 October, 2020. If you have any questions, please feel free to reach out.