

Job Description – Auditor

Township and Borough Auditors oversee the financial accounts of all elected or appointed officials of the township or borough, as well as any of the boards or agencies that received or disbursed funds of or owing to the township or borough during the immediately preceding calendar year.

The definition of overseeing these accounts is set by statute as to: “audit, settle and adjust . . .” such accounts. In most townships and boroughs, the specific task is contracted out to a professional auditing firm, and the elected auditor merely reviews, approves, and assigns off on this process.

By statute, the elected auditors meet at least once at the end of the fiscal year. Compensation for such meetings is limited to \$10.00 per hour, with maximum amounts set depending on the population-size of the township or borough.

The auditors’ review is a good place for Democrats to oversee how typically Republican-controlled legislative bodies (borough council, board of supervisors, etc.) spend tax dollars; i.e., it is our chance to hold Republican elected officials and their appointees accountable to us, the tax payers.

No special accounting experience is required.

To serve as Auditor, an individual must be a resident and registered voter of the township or borough and must have resided in the township or borough continuously for at least one year before their election. To qualify as a voter, a person must be 18 years of age and a resident of the election district.

The term of office for an auditor is 6 years.

Thanks to Greta Aul for her contributions to this Job Description.

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