



## One Credit Union Director

**Title:** Director (Volunteer Position)  
**Reports to:** One Credit Union Members  
**Supervises:** President and Chief Executive Officer

### Primary Duties:

The role of this volunteer position is to work with One Credit Union (OCU) management to set policy, plan the Credit Union's course, make sure the Credit Union maintains its sound financial condition, keep communication open, educate members about services, and report to the members at the annual meeting. Additionally, engage in the review of the president's/CEO's progress in achieving goals and objectives.

### Job Requirements:

- Attend all regular meetings of the Board of Directors, meeting at least monthly, as well as the annual planning session. Exercise judgment independently from the President/CEO and report to the members at the annual meeting.
- Participate on Board committees where necessary.
- Hire the president/CEO (if necessary), define the scope of the job, and review/evaluate progress in attaining goals and objectives.
- Work with the President/CEO, the Board and designated OCU staff to develop objectives and goals for the Credit Union.
- Ensure the Credit Union adheres to pertinent laws, regulations and sound business practices.
- Ensure the Credit Union maintains sound financial condition and that the Credit Union's assets are protected against unauthorized or illegal acts. Designate depositories, authorize borrowing and investing, and provide for bonding and other security factors, including internal control procedures.
- Establish policies, or make sure they are established, and then approve them for all Credit Union programs and activities.
- Ensure new products and services are developed as needed.
- Approve the Credit Union budget annually.
- Maintain all Credit Union business affairs and affairs of its members in a confidential manner.
- Attend all annual training as required by regulations.
- Be community minded and focused.

### Expectations of Directors:

Volunteers serving on the Board of Directors, by election or appointment are expected to:

- Be eligible without question for bond coverage



- Have the ability and desire to attend additional educational program(s) when necessary to perform the duties of Director
- Have requisite business knowledge to perform the duties of Director as demonstrated by business or professional experience
- Act as a positive ambassador of One Credit Union and its products and services
- Be a member in good standing at One Credit Union
- Be willing to volunteer at OCU sponsored events in the community
- Continuously identify and recommend potential new Board or committee members
- Participate in an orientation with OCU management to gain a better understanding of OCU's mission, vision and business practices.

If interested, please fill out the form on the next page. Much like helping you with your financial needs, we make it easy and convenient to return it to us. You can email it to [nominations@onecu.org](mailto:nominations@onecu.org), mail it to 380 River Street, Springfield, VT 05156 or you can drop it off at any of our offices. If you have questions, please email us at [boardquestions@onecu.org](mailto:boardquestions@onecu.org).



Please consider me for a volunteer position with the Credit Union.

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Name as it appears on your One CU statement

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Address City State Zip Code

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Home Phone Mobile Phone Work Phone E-Mail

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Employer / Department

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Job Title Length of Employment

Length of Credit Union Membership: \_\_\_\_\_

Briefly describe your primary reason(s) for wanting to serve and the abilities or special interests you may have which you feel would benefit the Credit Union:

*(attach additional sheet if needed)*

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STATEMENT OF AGREEMENT: I understand and am willing to fulfill the duties and responsibilities of a Credit Union volunteer. I understand that there is no remuneration (pay) for my service as a Credit Union volunteer. I am a member in good standing with One Credit Union and agree to allow verification of information provided on this application. I authorize the Credit Union to obtain credit reports and verify that I am bondable in connection with this application.

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Signature

Date