

Associate Director Program

Blackhawk Community Credit Union offers an Associate Director Program to community members interested in serving on our Board of Directors. It provides education and mentoring to potential new Directors while filling an important need of continuity and succession planning for the credit union.

Associate Directors attend meetings and participate as a representative of the Board on committees and report outcomes to the Board at monthly meetings, but they do not vote. They are required to abide by all applicable state and federal laws, rules, regulations, BHCCU bylaws, policies, and procedures, and meet the qualifications outlined below.

BASIC RESPONSIBILITIES:

- Provide strategic leadership and oversight that aligns with BHCCU's mission, vision, and values.
- Support the President & CEO in carrying out the mission and strategic objectives of the credit union.
- Act in good faith and in the best interest of the credit union and maintain required fiduciary responsibilities. Those duties are the duties of: (1) care, (2) loyalty, and (3) obedience.
- Thoroughly read each month's board packet and be prepared to discuss items at the monthly meetings.
- Attend and participate in community events, strategic planning sessions, committee meetings, and any other special meetings as needed.
- Regularly check BHCCU email and remain informed and engaged.

ESTIMATED ANNUAL TIME REQUIREMENT:

	APPROX. HOURS
Attend monthly meetings & email communique	36-40
Preparing for meetings (reading reports)	12-15
Strategic Planning	8-10
Committee meetings, special meetings, etc.	12-15
TOTAL	68-80 HOURS

QUALIFICATIONS:

- If not already a BHCCU member, must become a member prior to being seated as an Associate Director.
- Must demonstrate support of BHCCU by using the credit union's products and services.
- Must be bondable by BHCCU's fidelity bond company and pass a background and credit check.
- Must be at least 18 years of age as of the record date.
- Demonstrate sound judgment, a positive outlook, a collaborative nature, an ability to uphold convictions, a willingness to grow and learn, and strong communication skills.
- Is financially responsible, forward-thinking, able to make informed decisions, and has an understanding of technology and computer skills.

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Associate Director Program (cont.)

PREFERRED QUALIFICATIONS:

- Experience in banking, finance, or a similarly regulated environment.
- Experience in or familiarity with financial literacy, education, or community outreach and support.
- Possesses business acumen and/or has professional experience in management, accounting, law, marketing, human resources, or another significant business area.

AN INDIVIDUAL SHALL NOT BE ELIGIBLE TO SERVE AS AN ASSOCIATE DIRECTOR IF SHE OR HE:

1. Is, or has been within the last 5 years, a BHCCU employee, or is an immediate family member of such person.
2. Is a former employee of BHCCU who was asked to resign or whose employment was terminated, or is an immediate family member of such person.
3. Is an immediate family member of a currently serving Board Member.
4. Has previously served on the BHCCU Board but has been asked to resign or has been removed from the Board, or is an immediate family member of such person.
5. Is, or has been within the last 5 years, in a "Leadership Position" (which is defined as an executive officer or member of the board of directors) at the international, regional, or local level of a labor union that represents BHCCU employees.
6. Is currently in a Leadership Position with a paid vendor or contractor for BHCCU that receives greater than 50% of its annual gross revenues from BHCCU purchases of its products or services.
7. Has been convicted of a felony, has caused financial loss to BHCCU, or cannot be bonded.

BENEFITS:

- Annual Education & Professional Development Allowance
- iPad
- Cell Phone Allowance
- Monthly Mileage Stipend to attend Board Meetings
- Participation in Community & Charitable Events as a BHCCU Representative

Thank you for your interest in serving the membership of Blackhawk Community Credit Union. We appreciate your willingness to share your time and talents.

For more information or to apply to become an Associate Director, please visit our website: www.bhccu.org/about-us/leadership.

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