

Bloom Credit Union Associate Director Program

The purpose of the Associate Director Program is to attract, train and educate potential directors who have the necessary talents to serve on the Bloom Credit Union Board of Directors. The program will afford potential directors the opportunity to experience the duties and responsibilities of a director prior to election or appointment. The Associate Director Program will provide the Credit Union with a pool of individuals who could be considered by the nominating committee as candidates for the Board of Directors when a vacancy occurs.

The Board of Directors will appoint Associate Directors, as deemed necessary. The number of Associate Directors will be limited to not more than three. They will serve at the will of the Board and may be appointed for renewable one-year terms. The Chairman will arrange for the orientation, development and training for Associate Directors. There will be no guarantee that Associate Directors will eventually become regular Board Directors. They will, however, be eligible to serve as regular Board Directors when they meet all the requirements indicated below.

Requirements:

- 1) Complete orientation to include:
 - a. Credit union system structure and products offered
 - b. All services currently offered by the credit union
 - c. History of Bloom Credit Union
 - d. Familiarization with Branch Locations and membership base
- 2) Complete the following online courses through CUNA Online (at BCU expense)
 - a. Credit Union History and Philosophy for Volunteers
 - b. Financial Reports for Volunteers
 - c. Overseeing the Annual Audit by Outside Parties
 - d. Directors Liability Course
- 3) Regularly attend board meetings (Associates may participate in discussion but have no voting power)
- 4) Maintain the same level confidentiality of member and credit union information as required of regular board members
- 5) Attend the Credit Union Annual Planning Session

Associate Directors will be given an opportunity to see what the Director position entails before they make a full and final commitment to being a regular Director and to show first-hand that they are qualified to perform in the expected capacity. Associate Directors will receive monthly Board packets prior to each meeting and will be expected to prepare for each meeting by reviewing the packet in advance. Associate Directors may be assigned to committees and/or other projects at the direction of the Board.

Associate Directors may be given the opportunity to attend additional training, such as the Michigan Credit Union League Annual Convention and Expo or National Conferences. Associates wishing to participate in these additional courses must get the approval of the Board Chair prior to registering for a conference.

Associate Directors will be provided with electronic copies of all current Bloom Credit Union Policies and will be expected to become familiar with them.

Associate Directors are expected to promote the credit union to members and potential members as their primary source for financial services. It is important that each Associate Director have a full understanding of the credit union's products and services and seeks to understand the service needs of members to fulfill this role.

BASIC QUALIFICATION REQUIREMENTS FOR ASSOCIATE DIRECTORS:

- Be a member in good standing with good credit history.
- Have the ability and desire to attend all regular and special meetings of the Board or the Committee you are on and at least one educational and planning program per year.
- Have a demonstrated desire to learn about the credit union, the services, laws and regulations that govern it and Board member or Committee responsibilities.
- Have the ability to take and handle criticism for making necessary but unpopular decisions.
- Have an open mind, the ability to use sound judgment, a willingness to accept responsibility and the ability to make group decisions.
- High school education or equivalent
- Must be bondable

Associate Directors failing to meet the minimum requirements noted in this program, or failing to safeguard the confidentiality of members' information as required, or failing to maintain the highest standards of ethical conduct will be released.