



Associate Volunteer Program

The Erie FCU Board of Directors is responsible for the general direction and control of the credit union. Board members must be committed to the credit union mission and understanding the laws and regulations that govern it. The Associate Volunteer Program allows interested Erie FCU members to gain the necessary skill and knowledge needed to be eligible for potential openings on the Erie FCU Board of Directors and Supervisory Committee. The Board of Directors, Supervisory Committee, and Associate Volunteers serve as volunteers and are not compensated by the Erie FCU.

A limited number of positions are available in the Associate Volunteer Program. Interested applicants must be a member in good standing, at least 18 years of age, and cannot be a relative of, or in a significant relationship with any Erie FCU employee, Board or Supervisory Committee member as stated in the Erie FCU by-laws. Potential candidates will not be denied consideration by reason of race, sex, religion, disability, or age, nor will any candidate be selected solely for such reason. Your application may be disqualified if your service to or employment with another financial institution, investment firm, or other business entity creates a conflict of interest. Submission of an application does not guarantee acceptance into the program.

All applications will be reviewed in a timely manner. Selected candidates will be required to attend a formal interview with the Erie FCU Review Panel. All other applicants will be notified in writing with-in 30 days of receipt of application if they are not being considered for the program.

Your application or interest in the Erie FCU Associate Volunteer Program should not be discussed with any Erie FCU employee, Board or Supervisor Committee member. Please contact Susan King at 814-825-2436, opt 1, ext. 1037 with any questions regarding the program.

Mail your completed application to:

Erie Federal Credit Union
ATTN: Associate Board Committee
3503 Peach Street
Erie, PA 16508

Email your completed application to:

volunteer@eriefcu.org

General Qualifications, Duties, and Requirements

The qualifications, duties, and requirements listed below are not exhaustive and may be supplemented as necessary.

General Qualifications:

- Must be bondable and have no felony convictions or pending felony charges.
- Must be age 18 or older and a member in good standing.
- Must be an Erie FCU primary member for at least one year.
- Cannot be a relative of, or in a significant relationship with any Erie FCU employee, Board or Supervisory Committee member
- Must be free from any real or perceived conflict of interest that might reasonably prevent you from acting in the best interest of the credit union.
- Must have high ethical standards, ability to use sound judgment, a willingness to accept responsibility, and be able to make and act upon group decisions.

General Duties and Requirements:

- Serve a minimum one-year term which can be terminated or renewed at the discretion of the Erie FCU Board of Directors.
- Must adhere to all Erie FCU policies including but not limited to: confidentiality, security, conflict of interest, harassment, and discrimination.
- Attend monthly meetings and other credit union events as required.
- Attend conferences that may require travel.
- Must complete BSA, Security, Regulation, and other training as required.
- Must carry out duties in good faith, in a manner reasonably believed to be in the best interest of the membership, and with such care, including reasonable inquiry, as an ordinarily prudent person in a like position would use under similar circumstances.
- Administer the affairs of the credit union fairly and impartially, without discrimination in favor or against any particular member or employee.
- Have a working familiarity with basic finance and accounting practices, including the ability to read and understand the credit union balance sheet and income statement and the ability to ask, as appropriate, substantive questions of management and auditors. Must direct the operations of the federal credit union in conformity with the Federal Credit Union Act, NCUA Rules and Regulations, other applicable laws, and sound business practices.
- Rely on information prepared or presented by employees or consultants that are believed to be reliable and competent and who merit confidence in the particular functions performed.



Application for Associate Volunteer Program

Name:		
Current address:		
City:	State:	ZIP Code:
Home Phone:	Cell:	Email:
Preferred method of contact <i>(Please circle)</i>	Home Phone Cell Email	
EMPLOYMENT INFORMATION		
Current employer:		
Employer address:		How long?
City:	State:	ZIP Code:
Nature of Business:		

Directions:

Please answer the following questions. Attach biography and additional information if necessary.

Why do you want to join the Erie FCU Associate Volunteer Program?

How do you feel the Erie FCU will benefit from your involvement in the program?

What expertise and skills do you have that are related to a financial institution? How do you see these skills being of value to the activities and responsibilities of the Board?

Describe the duties and responsibilities of your job or military service, past or present?

Please list any training or education certificates, awards or honors.

Please indicate your availability during the week (Monday-Friday) to attend any required meetings.

Please list any boards and committees that you serve, past or present. Include organization name, your role/position and date of service.

Please list any organizations where you serve as a volunteer.

Please list any other current credit union memberships you hold.

I would like to be considered for the Erie FCU Associate Volunteer Program and if selected, I will be able to meet the requirements of the program. I understand that failure to complete any portion of the application or answer any additional questions may result in my being disqualified as a candidate. I also understand that potential candidates will be selected at the discretion of the Erie FCU Board of Directors. I further authorize Erie Federal Credit Union to do any necessary background and credit check(s) on me, which will have no affect on my credit score, report, or rating. I also state that I am a member in good standing, have no known conflict of interest, and have no delinquent obligations, past or present, with the Erie FCU.

I affirm that I have read the qualifications, duties, and responsibilities for the Erie FCU Associate Volunteer Program and that my signature below verifies my understanding and acceptance of these statements.

Print Name

Signature

Date