



Nominating Committee Members: Daniel LeBlanc
Linus Larade
Gelas Deveaux

DIRECTORSHIP POSITIONS

Acadian Credit Union is accepting nominations for two (2) 3-year term positions and one (1) 1-year term on their Board of Directors.

Two of the retiring board members have indicated they will be reoffering. Details regarding the role and responsibilities associated with a directorship position as well as nomination forms/applications are available at the branch or by visiting our website www.acadiancreditunion.ca

Acadian Credit Union is a member-owned full service financial institution, primarily serving the communities of Cheticamp, Grand Etang, St. Joseph du Moine, Pleasant Bay and many other communities in northern Inverness County. With assets of over \$53 million, and over 2,500 members, Acadian Credit Union provides its products and services from various electronic mediums.

Successful candidates for the board will be required to complete a training program and will be able to function in both official languages.

For additional information please contact:
Mr. Daniel LeBlanc, Nominations Committee (902)-224-0930,
Mrs. Lynn Deveau, General Manager (902)224-2055 or
Mrs. Lina Larade, Supervisor of Operations (902)224-2055

Completed nominations must be received no later than March 7, 2019
Please submit nominations to:

Lynn Deveau, General Manager
Acadian Credit Union
P.O. Box 250
Cheticamp, NS B0E 1H0



JOB DESCRIPTION FOR BOARD OF DIRECTORS **ACADIAN CREDIT UNION**

The following is an overview of the duties and responsibilities of a board member. There are additional specific duties that are detailed in the Credit Union By-Laws, article 5.02.

Core Function/Responsibilities

To direct the management of the business and the affairs of the credit union, guided by the Nova Scotia Credit Union Act and Regulations and the credit union's by-laws.

To make strategic decisions regarding the course of action for the credit union.
i.e. establishing objectives, formulating policy and approving goals and programs.

To perform advisory functions for its members and manager.

To serve as trustees by protecting the credit union members' investments through proper control of the assets, accomplished with continuous evaluation of the financial and management practices.

To perpetuate the credit union by selecting and maintaining a capable manager and by providing adequate guidance and training and by reviewing credit union operations to ensure on-going appropriateness.

Duties

Board

Establish the corporate mission, objectives and policies for the direction of the credit union.

Review mission, objectives and policies on a regular basis.

Establish and maintain the organization of the board, including clearly described responsibilities, authorities and relationships.

Serve on one or more committees of the Board.

Conduct annual individual and board appraisals and complete development plans for board members.

Keep informed on credit union issues by reading credit union literature distributed to you by Atlantic Central and by attending delegate meetings and annual/semi-annual meetings of Atlantic Central.

Follow the Standards of Professional Conduct as established in your credit union policy.

Treat all information with complete confidentiality.

Director Training

Participate in a director-training program as established in your credit union policy.

The program utilizes the Credit Union Director Achievement program (CUDA) as the main training resource. Over the course of the first three years a director is expected to complete seven on line computer based tutorials, along with four classroom sessions that take approximately two and a half hours each.

Operation of Credit Union

Select the general manager, establish job description, approve work plan, appraise performance, decide compensation and approve development plans for the general manager.

Establish organization structure to operate the credit union: approve and monitor organization and salary structure.

Approve and monitor the financial position and the annual budget for the credit union.

Approve and monitor policies for the credit union.

Maintain effective relations with other co-operatives, with the community and with governments.

Ensure the credit union maintains adequate bonding and insurance coverage.

Encourage directors to give leadership by supporting and promoting their credit union.

Signature



NOMINATION FORM

We, the undersigned, nominate _____,
of _____, Nova Scotia, as a Director of the
Board of Acadian Credit Union Limited.

Dated this ____ day of _____, 2019, at
_____, Nova Scotia.

Signed: *(two supporting Acadian Credit Union Members)*

1. _____
2. _____

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I, _____, hereby agree to let my name stand
for the Board of Directors of *Acadian Credit Union*, and confirm my
eligibility in accordance with the credit union by-laws.

Date

Signature

***NOTE: A signed copy of the position description for Acadian CU directors
and a scan sheet must be included with the nomination form.***

SCAN SHEET

Background Information Candidate for Acadian Credit Union Board of Directors

Name: _____

Address: _____

Phone: _____

Involvement in the Credit Union: _____

Involvement in Other Community Organizations: _____

Skills / Experience to Bring to the Board: _____

Comments:

ACADIAN CREDIT UNION LIMITED

BOARD COMPENSATION POLICY

Effective November 7, 2016

1. Wage loss is taxable if paid to the board member and non-taxable if paid to the employer, with \$75 per day for meetings or training outside the community. Wage loss for local meetings will be dealt with on an individual basis, however all Board members attending planning sessions will be compensated \$75 per day.
2. Mileage and travel expenses will be reimbursed in accordance with the Expense Report Policy – Directors, Committees & Staff.
- 3.
3. All Board members, including student observers and committee members may be recognized with a Christmas Bonus, as determined by the Board of Directors annually at the November Board Meeting.