

ROLE PROFILE:



BOARD OF DIRECTORS VOLUNTEER

- Purpose:** To be a member of a 12-strong Board of Directors collectively responsible for the governance of HEY Credit Union and for its strategic direction and policies.
- Status:** Directors are non-executives, elected by secret ballot by the members of HEY Credit Union at the AGM in December. They serve a 3-year term and can then seek re-election.
- Activities:**
- o Attending monthly Board meetings (now mainly held via video/tele-conference).
 - o Attending the annual Strategic Planning Day.
 - o Attending the Annual General Meeting of HEY Credit Union in December.
 - o Reading and training to understand how the organisation is currently performing and become familiar with its plans, rules and policies.
 - o Directors may wish to oversee special topics (such as Equalities & Diversity, Complaints Handling or Volunteer Liaison) or represent HEY Credit Union at events, talks or member recruitment sessions in the community.
- Time commitment:** Board Meetings are usually held on the third or second Tuesday of each month except August. The Strategic Planning Day is held on a Saturday in May. Being a director probably involves at least 4 hours a month, to cover meetings, training and reading / preparation time.
- Specific requirements:** Directors are required to sign a Declaration of Confidentiality and Code of Conduct. They must be a Member of HEY Credit Union while serving as a director.
- Location:** The Credit Union's Central Office is at 38 Brook Street, Hull, HU2 8LA.
- Reporting to:** The Annual General Meeting of Members.
- Remuneration:** We cannot pay a fee to directors but reasonable out-of-pocket expenses are paid.
- Personal attributes:** Being a director involves some of the following personal qualities. It is not a requirement of the role to possess all of these, and training is provided to support directors' personal development and give them more insight into the credit union operating environment.
- o Commitment to, and passion for, the aims and values of the Credit Union Movement.
 - o Ability to contribute effectively as a member of a co-operative team.
 - o Ability to think creatively and have strategic vision.
 - o Good independent judgement and common sense.
 - o Willingness to undertake training and development for the role (this counts as CPD)
 - o Willingness to speak their mind, while respecting others' viewpoints.
 - o Understanding and acceptance of the legal responsibilities of a credit union director.
 - o Understanding that directors govern by providing constructive challenge and support for managers but not getting involved in management activities themselves.
 - o Understanding of the financial services sector and the needs of members/consumers.
 - o Ability to chair meetings and/or lead discussions.
 - o Ability and willingness to devote the necessary time and effort to prepare for meetings and undertake the role.