



Policy C1.17	Section: Corporate	Rev.11/7/14
Associate Director	Applicability: Volunteers	Page 1 of 2

National Coalition of Firefighters Credit Unions, Inc. (NCOFCU) ASSOCIATE DIRECTORS POLICY

Objective: To provide a structure for ensuring that potential members of the National Coalition of Firefighters Credit Unions, Inc. (NCOFCU), a 501 (C) 3 corporation, Board of Directors receive adequate preparation to perform successfully and contribute significantly. These potential members shall be called Associate Directors.

The Chairman, in conjunction with 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 of directors and may be appointed for renewable one-year terms.

The Chairman will ensure the development of orientation and training programs for associate board members. The Chairman will also ensure the development of job descriptions for associate board members and an "understanding of volunteer service" to be signed by the individual associate director and the Chairman.

To be appointed as an Associate Director (and to continue serving), an individual must meet the following:

- Their respective credit union must be a member of NCOFCU in good standing;
- Display an interest in NCOFCU and a willingness to serve its members through board activities;
- Be willing and able to devote the time and effort it takes to serve as an associate, on various committees (as appointed by the Chairman), and in various educational programs; and
- Demonstrate that he/she is a team player who exercises sound judgment.

There will be no guarantee that Associate Directors will eventually become a regular Board Director. They will, however, be eligible to serve as elected or appointed regular



Policy C1.17	Section: Corporate	Rev.11/7/14
Associate Director	Applicability: Volunteers	Page 2 of 2

Board Directors when they meet all the requirements indicated below.

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. To accomplish this, they will be provided with:

- A director orientation program
- Materials to review, study and understand (e.g. minutes, handbooks, etc.); and a "NCOFCU Board of Directors Handbook", with which they will become thoroughly familiar.

Associate Directors will be expected to:

- Attend and participate in board meetings. However, Associate Directors will have no voting powers and may not attend Executive Sessions of the board;
- accept committee assignments and work on important projects;

Secretary

_____ Date: ___/___/_____