



**APPLICATION AND AGREEMENT FOR  
DOWNEAST CREDIT UNION  
VOLUNTEER**  
Applications are accepted at any time and reviewed as  
volunteers are needed.

FULL NAME (First / Middle/ Last):

HOME ADDRESS:

SOCIAL SECURITY NUMBER:

WORK NUMBER:

HOME NUMBER:

CELL NUMBER:

EMAIL:

CURRENT EMPLOYMENT:

EMPLOYMENT POSITION:

YEARS IN THIS EMPLOYMENT:

**YOUR VOLUNTEER INTEREST** (Chose all that apply):

**Board Director**     **Volunteer Development Program**

**Qualifications for a Board Member:**

**1. Basic Requirements:**

- Credit Union membership for at least one year
- Prior Volunteer and/or Financial experience
- Business, management, or Board/Committee experience
- Ability to think strategically and logically
- An understanding of the financial services industry and volunteerism
- Ability to travel for credit union business when necessary
- At least 21 years of age or older
- Be a member in good standing of the Credit Union. Conditions under which a member maybe classified as not in good standing are defined as:
  - a) Member has caused the Credit Union a loss.
  - b) Member has an overdrawn account.
  - c) Member has a delinquent loan.
  - d) Member has exceeded authorized credit limit.
  - e) Member has an attachment and/or tax levy.
  - f) Member has failed to provide security documentation as specified in their loan/security agreement.
  - g) Member has misrepresented information or provided a false document to the Credit Union.
  - h) Member has destroyed Credit Union property, threatened employees, or caused a disruption at the Credit Union.

2. Attend all regular, committee, and special meetings of the Board of Directors and all required educational and planning programs each year. The time commitment varies 6-10 hours each month. This includes but is not limited to any training required pursuant to the NCUA's Rules such as 12 CFR 701.4 or other regulatory guidance such as NCUA Letter No. 11-FCU-02.
3. Be committed to learning about the Credit Union, its services, laws, and regulations that govern it, and the responsibilities of a Board member.
4. Possess the ability to take and handle criticism for making necessary but unpopular decisions.
5. Have an open mind, the ability to use sound judgment, a willingness to accept responsibility, and the ability to make group decisions with colleague Board members.
6. Have experience in an aspect of finance and/or leadership dynamics.

**Understanding:**

I understand that serving as a volunteer for the Credit Union requires I put the interests of the Credit Union first and foremost; and that at no time will I allow personal interests to interfere with the interests of the Credit Union. Further, I understand that the member-owners of the Credit Union have an expectation that I will exhibit the characteristics associated with the good reputation of the Credit Union and sound financial management and decision making. Any of my actions that can be viewed as impairing these characteristics will be detrimental to the Credit Union. Thus, should any or my actions, representations or omissions past or present in any way reflect poorly upon the Credit Union directly or indirectly vis-à-vis my serving as a volunteer; or should any personal or business financial matters I am involved with directly or indirectly including but not limited to any personal or business bankruptcy,

conservatorship or other financial matters have the potential to reflect adversely upon the Credit Union, which assessment shall be in the sole discretion of the Credit Unions serving board members I shall resign or submit to removal per the provisions herein below.

**Disclosures:**

1. It is important that potential candidates understand that there is a risk of liability associated with acting as a Credit Union Volunteer. The risk is slight; and the Credit Union provides a number of protections such as: (1) Bond and Insurance coverages to protect Volunteers and Credit Union in the case a matter of liability arises; and (2) Professional Training on the “Duties of Credit Union Volunteers,” Ethics, and the “Business Judgment Rule.” The Credit Union may also enter into indemnification agreements. However, there are some circumstances under applicable laws where such coverages may not be sufficient or unavailable, such as where a Volunteer commits a criminal act. It is recommended that an applicant consult with such persons as he or she feels appropriate to further assess this consideration before committing to volunteer for the Credit Union. Further, to act as a volunteer you must be “bondable.” You agree to provide all information required to by an approved bond or insurance company to determine “bondability/insurability”; and understand that you may not serve as a volunteer if such coverage is for any reason not offered, denied or cancelled.
2. It is the intent of the Credit Union to do a credit check on all potential candidates; obtain and/or furnish information concerning your credit affairs to any association, firm, corporation or personnel office; check your employment and credit history; and to obtain credit reports in connection with this application. This may also include criminal and other background checks/investigations.
3. All application information is confidential and will stay at the Credit Union. If you request, the Credit Union will tell you the name and address of any credit bureau from which it received a credit report on you.
4. If you are selected as a candidate, you will be required to attend a formal interview with the Board and/or the Nominating Committee.

**Questions: Please answer the following questions in the spaces provided (attach additional sheets, if necessary).**

1. Why do you want to serve as a Volunteer of the Credit Union?

2. Have you ever been or are you now a member of a Board or governing body of any organization?

3. Education (Include any professional educational experience you believe to be relevant):

4. Community Involvement/Volunteer Activities:

5. What particular interests, skills, knowledge, or strengths do you bring to the position?

6. Do you possess any of the following? (circle)

Credit Union membership for at least one year	Yes	No
Prior Volunteer experience	Yes	No
Business, management, or Board/Committee experience	Yes	No
Ability to think strategically and logically	Yes	No
An understanding of the credit union industry and volunteerism	Yes	No
Ability to travel for credit union business when necessary	Yes	No
At least 21 years of age or older	Yes	No
Have you ever failed to pay a financial obligation; or filed bankruptcy?	Yes*	No

\*If yes – please explain:

Have you ever been convicted of a crime	Yes*	No
*If yes – please explain:		
Do you have any professional or personal relationship with, or are related to, anyone who currently serves on the Credit Union’s Board of Directors, or is employed by the Credit Union?	Yes	No
Do you understand that it may be a conflict of interest to have a relationship with any person(s) listed in the above question either now or in the future while you serve as a Credit Union volunteer?	Yes	No
<b>Pleaser Deliver this Application To:</b> <b>DOWNEAST CREDIT UNION</b> <b>HUMAN RESOURCES</b> <b>23 THIRD AVE., BAILEYVILLE, ME 04694</b>		
<b>SIGNATURES, CONSENTS AND AGREEMENTS:</b>  By signing below I agree to fully comply with all laws, rules, regulations and the Credit Union’s Bylaws, as may be amended from time to time. I certify all information provided above and pursuant to any interviews is true and correct. I consent that the Credit Union or its Board and/or Committees may undertake to verify information provided; and I authorize the Credit Union to obtain information concerning my credit history, including any credit reports and all other investigations noted in this application or otherwise as deemed appropriate by the Credit Union and/or its Board/Nominating Committee (to be used to assess qualifications and insurability / “bondability” now and in the future as deemed necessary by the Credit Union. I understand that if an adverse decision is made due totally or partially to the information on the credit report, the Credit Union will give me a copy of the credit report, a summary of my rights under the Fair Credit Reporting Act, and the source of the credit report so that I may contact them, if I wish. I agree that if elected I may be removed from the Board or any Committee by a majority vote of the Board if the Board determines in its sole discretion that: (1) I have a conflict of interest in serving as a Board Member, for any reason whatsoever (and that the merest appearance of any conflict or impropriety is the standard that shall apply in such determinations); (2) I fail to perform my duties pursuant to the Credit Union’s Bylaws; (3) I do not in all respects comply with all laws, rules, regulations and governmental requirements; (4) if the Board determines such action to be in the Credit Union’s best interests; or (5) if there is any material misstatement in this application or I fail to meet the qualifications set forth herein. If I challenge any action taken by the Board per this Agreement I shall indemnify and hold the Credit Union and its employees, agents and volunteers harmless from all costs, claims and liabilities including but not limited to attorneys’ fees and court costs. This Agreement shall be governed by and interpreted consistently with applicable federal laws; and then appropriate state laws where applicable and to the extent not superseded by federal laws, rules and/or regulations. Except as provided herein, no amendment or waiver in the provisions of this Agreement shall be effective unless in writing and signed by the parties. No failure on the part of the parties to exercise, and no delay in exercising, any right shall preclude any other or further exercise of any other right. Should any provision of this document be deemed unenforceable by a court of competent jurisdiction, all remaining provision shall remain valid and binding. <b>Further, I understand that ALL information provided to me in connection with service as a board member or in any other capacity with the Credit Union shall at all times be absolutely confidential. I represent and warrant that I shall not disclose such information, documentation, data, etc., absent a requirement to do so per a valid legal order or other valid legal process.</b>		
SIGN NAME:	DATE:	
PRINT NAME:		