ECS FEDERAL CREDIT UNION
SERVING SAN DIEGO COUNTY SCHOOLS SINCE 1956

JOB DESCRIPTION

Position Title:	Board Member		
Department:	Board of Directors		
Reports to:	N/A		
FLSA Status:	N/A	Effective Date:	October 19, 2026

Job Summary:

Serves as a volunteer member of the Board of Directors. Provides governance and strategic leadership for the credit union by overseeing policy setting and financial performance, ensuring regulatory compliance, and protecting the interests of members. Working collaboratively with fellow board members, the CEO, and senior management, Board Members help guide the credit union's growth, safety, and strategic objectives while maintaining adherence to all applicable rules and regulations.

Essential Duties and Responsibilities:

1. Approve and oversee the credit union's strategic direction, purpose, and goals;
2. Oversee the financial condition, capital adequacy, and overall safety and soundness of the organization;
3. Approve and review board policies, budgets, operating and strategic plans, and significant organizational initiatives;
4. Monitor organizational performance through regular review of financial reports, key performance indicators, and risk assessments;
5. Ensure compliance with applicable federal and State rules and regulations;
6. Hire, evaluate, and support the Chief Executive Officer (CEO);
7. Exercise fiduciary responsibility by acting in the best interests of the membership and safeguarding credit union assets;
8. Promote ethical conduct, good governance, and sound business practices;
9. Attend and actively participate in board meetings, planning sessions, annual meetings, and committee meetings;
10. Remain informed regarding industry trends, regulatory changes, and emerging risks affecting the credit union; and
11. Support member engagement and represent the credit union positively within the community.

Values & Attributes:

- Demonstrates commitment to ECS Credit Union’s mission, values, and purpose;
- Engages respectfully in robust discussions, while supporting consensus and collective decisions; and
- Exercises strategic thinking and informed judgement.

Qualifications and Experience:

1. Must be a member in good standing of ECS Federal Credit Union;
2. Must be at least 18 years of age by the date of the annual meeting or date of appointment to hold elective or appointive office;
3. May not be an immediate family member or a person living in the same household as a paid employee.
4. Must be bondable by the credit union's fidelity bond company;
5. Ability to exercise sound judgment, integrity, and confidentiality;
6. Should have working familiarity with financial, operational, and strategic information;
7. Possess strong communication and decision-making skills; and
8. Experience in business, finance, risk management, leadership, legal, technology, or related fields is beneficial.

Term and Time Commitment:

- Elected to a one-, two-, or three-year term; may be re-elected
- Monthly board meetings
- Ad hoc or special board meetings
- Committee meetings, as assigned
- Director education and training programs
- Annual meeting of the membership

The average time commitment is one meeting per month, typically lasting an hour or less, plus the time needed to review meeting materials. Additional opportunities to get involved may arise, and board members are always welcome to contribute more time if desired.

Certification:

This certifies that I have read and understand the essential duties and responsibilities, qualifications and experience, and time commitment required of a Board Member.

Board Member	Signature	Date
Board Chair	Signature	Date