

2023 SEATTLE CREDIT UNION VOLUNTEER ELECTION CANDIDATE APPLICATION

Thank you for your interest in serving on Seattle Credit Union's Board of Directors or Audit Committee. All applications are reviewed by the credit union's Nomination Committee for completeness and suitability for the credit union's leadership needs.

If you are selected as a potential candidate, you will be required to participate in an virtual or in-person interview with the Nomination Committee. Interviews will be conducted in December.

You will be contacted by a member of the committee for scheduling.

Your completed application packet should include:

- Completed & Signed Application¹
- Current Resume
- Ballot Statement - **275-word limit** to be used on the election ballot if you are selected as a candidate
- Written statements to two application questions
- Headshot Photo - To be used on the election ballot if you are selected as a candidate²
- Signed criminal records check authorization
- Signed credit check authorization

Application materials should be submitted according to the instructions below:

- Email digital photos to Shayla.Blanche@seattlecu.com
- Mail applications and printed photos to:
Seattle Credit Union
2023 Seattle Credit Union Election - ATTN: Shayla Blanche
1910 1st Ave S
Seattle, WA 98134

If you have any questions during the application process, please contact me directly.

Thank you,
Shayla Blanche
Executive Project Coordinator
Shayla.Blanche@seattlecu.com
206.905.8684

¹ Applications contain personal and private information. Please **do not** send application packets electronically unless you have a means of sending secure emails.

² You may delay your photo submission until you are notified that you have been selected as a candidate for election.

ELIGIBILITY CRITERIA

To be eligible for election, all candidates must meet the following criteria:

- Keep primary residence within the state of Washington.
- Be a member at the time of application to the nominating committee or submission of a petition.
- Be a member of the Credit Union in good standing.
- Satisfy any bonding requirements of the Credit Union.
- Agree to and comply with the terms of the Credit Union's Code of Ethics Policy.
- Not be an immediate family member of an employee, or an immediate family member of a director at the Credit Union.
- Be eligible to vote in Credit Union elections and at membership meetings.
- Not be employed by the Credit Union or any subsidiary during the past three (3) years.
- Willing to sign and agree to the oath of office.
- Not be an employee or a Director of any other financial institution.

IDEAL BOARD CANDIDATE

The ideal Board candidate has a combination of some or all the following in their background:

- Has experience in roles focused on financial performance and forecasting as it pertains to implementing strategy.
- Has the spirit of volunteerism and a demonstrated understanding of supporting underserved communities.
- Has a background in digital customer experiences.
- Has experience in banking, especially with development of lending products, in financial education, or within the Community Development Financial Institution (CDFI) arena.
- Has the desire and ability to cultivate community partnerships.
- Has a background in working to build diversity, equity, inclusion and gender equality within a company, industry, or community.

IDEAL AUDIT COMMITTEE CANDIDATE

The ideal Audit Committee candidate has a combination of some or all the following in their background:

- Has experience with compliance and/or risk management, to include the audit function.
- Has a background in Cybersecurity or IT infrastructure management.
- Has experience as a CFO or Controller.
- Has the spirit of volunteerism and a demonstrated understanding of supporting underserved communities.

RESPONSIBILITIES & COMMITMENT

Credit union service can be very rewarding with the opportunity to make a positive impact on the financial success of members and our surrounding communities. You will be able to add more leadership experience to your resume, gain new business insights, and be exposed to a variety of professional networks. In addition to meeting the requirements to fill an elected role at the credit union, it is important to know what to expect when applying for either a Board or Audit Committee position.

The overall time commitments for each role can range from 10-25 hours per month.

BOARD OF DIRECTORS

Responsibilities:

- Help determine the strategic direction of the credit union
- Monitor performance against the strategic plan
- Provide direction and oversight to meet targets
- Ensure the safety and soundness of the credit union
- Hire and evaluate the CEO
- Serve on ad-hoc or ancillary committees to facilitate board oversight

Time Commitment:

- Three-year term beginning in April 2023
- Monthly board meetings (up to 12 per year)
- Committee meetings (one per month and ad-hoc)
- Planning sessions (up to four days per year)
- Preparing for meetings (reading board/committee packets)
- Training/conferences (any required travel is paid for by the credit union)

AUDIT COMMITTEE

Responsibilities:

- Ensuring that the Board of Directors is safeguarding assets and that management complies with policies and plans
- Reviewing internal controls
- Working with internal audit staff
- Hiring and working with external auditors
- Meeting with State and Federal Examiners

Time Commitment:

- Three-year term
- Monthly meetings (up to 12 per year)
- Preparing for meetings (reviewing packet materials and exam findings)
- Training/Conferences (any required travel is paid for by the credit union)

NEXT STEPS & TIMELINE

- Submit completed application by the due date. Incomplete applications will not be considered.
- If selected after passing a nomination committee review and background check, you will be scheduled for an interview in late November to early December.
- Final ballot selection and notification will be completed in January.
- Membership will vote in next year's election during March.
- Election results will be announced at the Annual Meeting at the end of March.

2023 BOARD OF DIRECTORS APPLICATION



PERSONAL INFORMATION

Name: _____
(First) (Middle) (Last)

Street Address: _____

City: _____ State: _____ Zip: _____

Primary Email Address: _____

Primary Phone Number: _____ Secondary Phone Number: _____

Position you are applying for: Board of Directors Audit Committee

AGREEMENT

I have read this form in its entirety. I understand, and I agree to the terms herein. The information that I have provided is accurate and contains no willful misrepresentations or falsifications of any kind. I understand and agree that any misrepresentation by me in this application may result in cancellation of my candidacy.

If elected, I will be granted access to the policies established by the Seattle Credit Union Board of Directors. I agree to act and abide by those policies.

I give Seattle Credit Union the right to investigate all of my personal and professional background, including but not limited to education, employment, conviction record, financial records, and credit record through any investigative or credit agencies or bureaus of its choice. I hereby release Seattle Credit Union and its representatives from any and all liability for seeking and all other persons, corporations, or organizations for furnishing such information.

I further certify that I am not engaged in any outside activity or business that could be considered in conflict with Seattle Credit Union's interests or those of its members, nor will I become engaged in such activity or business if elected.

Applicant's printed name

Date

Applicant's signature

RESUME & WRITTEN STATEMENTS

1. Please attach your resume.
2. Ballot Statement: Attach a brief personal statement, your qualifications, and why you would be the best candidate for election. This statement may not exceed 275 words and will be used on the ballot if you are selected as a candidate.
3. Application Questions: Please include a written statement for each question below. Attach additional pages as necessary. There is no word limit for these questions.

QUESTION 1

Seattle Credit Union is committed to serving diverse communities and building diversity within its representation and leadership. Please explain how, as an elected volunteer member, you would be able to support and forward this commitment. Also include any community groups or formal organizations that you have active relationships with that may be mutually beneficial to the credit union and its service efforts.

QUESTION 2

Seattle Credit Union seeks to build a leadership team of talented professionals capable of providing strategic perspective and oversight to bring prosperity to its membership in today's challenging environments. Please explain why you would make an excellent candidate for Seattle Credit Union's Board of Directors or Audit Committee. Please include any personal attributes, professional skills, or board experience that you feel would be an asset to the credit union.

BACKGROUND CHECKS & VERIFICATIONS

Please list the following items separately, even if they are stated in your resume, so they may be easily separated for the purposes of the screening process. Please add pages as necessary.

EDUCATION

School or Program	Start/End Dates	Area of Focus & Degree Earned

Certification or Special Training	Start/End Dates	Summarize the Nature of the Education or Training

EMPLOYMENT BACKGROUND

Employer	Start/End Dates	Position Held

BOARD SERVICE

Organization	Start/End Dates	Position Held

Please list any additional information you would like us to know.

CRIMINAL RECORDS CHECK AUTHORIZATION

In order to serve the best interests of the members of Seattle Credit Union, the Credit Union shall conduct a criminal background check on all potential candidates. By your signature, you authorize Seattle Credit Union to obtain information about you and your history. Falsification of information on this form will disqualify you from candidacy.

List all other names used (aliases, maiden name, and any other previous names) and at least two (2) previous addresses. Please print in blue or black ink.

Name: _____ Date of Birth: _____
(First) (Middle) (Last)

Other Names: _____

Social Security Number: _____ ID or Driver's License # / State: _____

Primary Phone: _____ Secondary Phone: _____

Current Home Address: _____

Previous address (1): _____

Previous address (2): _____

Previous address (3): _____

I have made no willful misrepresentations, omissions, or falsifications in any of the preceding answers. I am aware that should investigation disclose such misrepresentations, falsifications, or omissions in the information I have submitted in the application process, my application will be rejected. If after acceptance of election, subsequent investigation should disclose misrepresentation, falsification, or omission, it shall be just cause for immediate dismissal.

Applicant's printed name

Date

Applicant's signature

CREDIT REPORT AND BACKGROUND CHECK AUTHORIZATION

Seattle Credit Union Member Number: _____

Seattle Credit Union may request a “consumer report” or an “investigative consumer report” from/through STERLING DIRECT, for the purpose of evaluating you for board candidacy, and/or, if hired, for promotion, reassignment, and retention or other board candidacy related purposes. A “consumer report” is based on public records sources; an “investigative consumer report” would also include personal interviews with your neighbors, friends or associates.

A report may contain information on any criminal convictions, verify your residence addresses, education record, and/or social security number, search social network sites, blogs or other information available on the Internet, or make inquiries about your character, general reputation, personal characteristics and/or prior employment. As the position for which you have applied or are being considered involves either having access to our accounts payable or receivable, payroll system and/or other financial records, handling our clients'/members'/third parties' funds, having access to or signing authority on our clients'/members'/third parties' bank accounts, or having a business credit card in Seattle Credit Union, the report that we will obtain will include a credit report.

Under the Fair Credit Reporting Act (“FCRA”), if information in such a report is relied on to make an adverse employment decision, you will be provided with a copy of the report along with a description of your rights under the FCRA before the decision is final.

If an investigative consumer report is requested, you have the right to request, in writing, within a reasonable time, that we make a complete and accurate disclosure of the nature and scope of the investigation we requested. Such disclosure will be made to you within 5 days of the date on which we receive the request from you, or within 5 days of the time the report was first requested, whichever is later in time.

AUTHORIZATION

I authorize Seattle Credit Union to obtain “consumer reports” (including “investigative consumer reports”) about me for the purposes of evaluating me for employment, promotion, reassignment, retention, or other employment related purpose. I expressly understand that as it is substantially related to the job for which I applied or am being considered, that I am giving my authorization for Seattle Credit Union to also obtain a credit report through EXPERIAN and an investigative consumer report through STERLING DIRECT.

Applicant's printed name

Date

Applicant's signature

FOR OFFICE USE ONLY

Membership Verified

Credit Check Verified

Background Check Verified