

Advia is a fast-growing Credit Union that is positioned in the top 3% of credit unions across the United States with over 2 billion in assets. We offer very similar product and services as the big banks with a focus on saving our members money while providing financial advantages. We are deeply rooted in our communities and believe we have a responsibility to give back outside of our four branch walls through volunteering and charitable donations.

**Our Mission:** To provide financial advantages to our members.

**Our Core Values:** Act with Integrity, Drive Progress, Keep People at the Core and Build & Strengthen Relationships

**Our Service Promises:** To do what is right, be your advocate for innovative solutions, provide you with knowledge and resources to help you be successful and to treat you with professionalism and respect.

### Summary of Responsibilities

A Board Member serves as a member of the Board of Directors for a three-year term. Oversees policy setting, strategic planning, and the continued sound financial condition of Advia Credit Union assuming a fiduciary responsibility in the management and/or spending of Advia CU member's assets. The Board reviews the progress of leadership in achieving organizational goals and objectives and makes decisions guided by the best interest of the membership. The Board consists of 7 members elected by the membership of Advia Credit Union to serve a three-year term.

The purpose of a Board Member is to enhance Advia Credit Union's membership representation with the Board of Directors. The Board Member participates as a voting member in the boardroom. Board Members must display an interest in Advia Credit Union as well as a willingness to serve its members throughout Board activities. The Board Member must be willing and able to devote the time and energy to Advia's mission, core values, membership, and employees. The Board Member will have travel and education opportunities provided by the credit union. Advia participates in the Volunteer Certificate Program through CUNA and encourages other educational and travel opportunities.

### Primary Responsibilities

1. Work closely with President and CEO and other Board Members in formulating policy and developing strategic objectives and goals.
2. Review compliance with relevant federal and state laws, regulations, and guidelines. Monitor the credit union's adherence to sound business judgment and practice.
3. Examines financial condition and evaluates the adequacy of the internal control structure to protect against unauthorized or illegal acts.
4. Manages and evaluates the performance of the President and CEO.
5. Maintain the confidentiality of the Board, Credit Union business and members.
6. Completes required annual Board Member training courses. There are also opportunities to participate in credit union industry or other relevant training courses.
7. Maintain, review, and update the Credit Union bylaws and policies on a regular basis.
8. Attend and actively participate in monthly Board meetings and other official functions such as the annual meeting and the strategic planning sessions.
9. Approve the Credit Union budget.

## Qualifications

1. Must be 18 or older.
  2. Must be free from any real or perceived conflict of interest that might reasonably prevent you from acting in the best interest of the credit union.
  3. Must have high ethical standards, ability to use sound judgement, a willingness to accept responsibility and be able to make and act upon group decisions.
  4. Must not be a family member or significant other of any Advia Credit Union employee.
- Further minimum criteria as required by the Michigan Credit Union act.

## Additional Expectations

1. Thoroughly review Board packets prior to each monthly Board meeting.
2. Remain informed on critical issues regarding the banking and the credit union industries.
3. Give all assistance possible to fellow Board Members, appointed officers, and employees of the Credit Union in the discharge of the duties of their offices and positions.
4. Serve as a voice to communicate the needs and concerns of members.
5. Possess personal commitment to promoting the credit union movement.
6. Travel may be required to conduct business to better Advia Credit. Board Members may attend various training/conferences or business trips that fall within the responsibilities of their position and within the confines of the budget.
7. An understanding of the credit union philosophy and the overall credit union movement is required.

## Required Meetings

A Board Member must attend all Board meetings, two in our Oshtemo headquarters including the annual meeting and one other. The Board Member is also expected to attend the annual Strategic Planning retreat and one local conference. Advia will cover the expenses associated with these requirements.

Attendance Requirements- Board Members are expected to attend 75% regular and special meetings of the Board. Teleconferencing, videoconferencing, or electronic communications are acceptable forms of attendance.

## How to Express Interest

Anyone interested in applying is asked to submit their completed [application](#) and resume for consideration to:

Advia Credit Union  
ATTN: Board Volunteer Committee  
6400 West Main Street  
Kalamazoo, MI 49009  
[BODVolunteer@adviacu.org](mailto:BODVolunteer@adviacu.org)