

# Job Posting: Associate Director - Oshawa Community Credit Union

## Background:

Oshawa Community Credit Union ("OCCU") is a financial cooperative providing banking, lending, and investment services located in Oshawa, Ontario. OCCU is currently looking for an Associate Director, between the ages of 18-30, to serve on its Board of Directors from September 2024 until June 2025.

As an Associate Director, you will have the opportunity to work with an experienced team of professionals to set policy and provide strategic direction for a complex and multi-dimensional organization.

## Roles and responsibilities:

The following are key roles and responsibilities of the position:

- Independent thinker willing to challenge issues during committee and board meetings.
- Able to contribute ideas for long term strategic planning.
- Willing to participate in Board discussions and learn about complex issues of corporate governance, responsibility, legal matters, financial issues, strategic direction, and review of audits.
- Willingness to recommend OCCU to attract and source new business.
- Commitment to prepare for and attend 1-2 committee meetings per month and 1 board meeting per month.

## Skills:

The following skills will complement your application for this position:

- Team player who demonstrates business experience and knowledge.
- Analytical skills to effectively review financial results and assist the Board with overseeing operations.
- Understands the role of Credit Unions in the community and the philosophy of "people helping people".
- Strong written and verbal communication.

## Experience Required:

OCCU is looking for a candidate with Cybersecurity expertise in one or more of the following:

- Experience performing, participating in, or interpreting the findings of IT-related audits.
- Knowledge of IT Risk Management practices and procedures.
- Experience working with policies and procedures relating to IT.
- Knowledge of common vulnerability management tools, and experience interpreting and acting on vulnerability/penetration testing results.
- Familiarity with technology-related regulations applicable to Canadian financial institutions.
- Knowledge of business continuity/disaster recovery plan implementations & best practices.

## Time Commitment & Compensation:

All board and committee meetings are held online through Google Meet.

- **Board Meeting Details**
  - Compensation of \$150 per meeting.
  - Board meetings are typically held at 5:00 pm on the 4th Tuesday of the month and last for 1.5 to 2 hours (**Note:** prior to each board meeting, 1-2 hours of non-compensated preparation time will be required to read the materials to be discussed at the meeting).
- **Committee Meeting Details**
  - Compensation of \$50 for the first hour of each committee meeting and \$25/hour for each additional hour of each committee meeting (maximum of two Committees).
  - Length of meetings and number of meetings vary depending on the committee.
- **Additional Details**
  - Approximately 5-6 online training courses will be required. Each course will take 1-2 hours to complete and will be compensated at \$50 per course.
  - **Reference from a current instructor or professor is preferred.**
  - **Deadline date to apply: September 15, 2024**