

# Call for applications

## for the DUCA Board of Directors

November 2022

### Becoming a Director

#### What does it take to become a Director at DUCA?

Directors are guardians of DUCA's mission: *"We exist to help people do more, be more, and achieve more with their money and their lives."* Practically, this means potential Directors should own a deep commitment to DUCA as a cooperative financial banking enterprise striving to provide best-of-class Member experience in the delivery of financial products and services. Moreover, the potential Director should own or desire to own a big vision for DUCA *to make a difference* using our profits for a purpose. Potential Directors have to be able to constructively and actively contribute to all Directors' discussions in a collaborative, collegial atmosphere.

Also, each Director will have a significant amount of preparatory reading and analysis prior to Board or committee meetings that require advanced financial acumen as well as experience in corporate governance and prudential risk management. There is an expectation that the workload will be approximately 6–8 hours per week.

#### **A Director has significant fiduciary responsibilities and in addition should possess the following qualities:**

- Meets the minimum requirements for Director's core competencies at a STRONG Competency Level for Complex Credit Unions.\*
- Is a team player with demonstrated business experience and appropriate level of knowledge.
- An independent thinker who brings a diverse and knowledgeable perspective to Board discussions and decisions.
- Possesses good written and verbal communication skills in order to participate fully in Board analysis, discussion and debate on more complex issues of corporate governance/responsibilities/legal accountability/finance/strategies and audit.
- Able to make significant contributions to long-range planning and strategy.
- Can analyze data and financial results effectively to ensure proper Board oversight.
- Understands and promotes DUCA's goals, values and philosophy of doing business.
- Actively promotes DUCA in order to attract and source business for DUCA.
- Free of any conflicts of interest.
- Able to maintain confidentiality and discretion.
- Strength in audit or finance is an asset.

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\* More information on a Director's core competency requirements can be found at [fsrao.ca](https://fsrao.ca). (Search for "Director Competencies.")

## Call for Applications

Every year, DUCA requests its Members to submit names of people who could potentially be Directors of the credit union.

There are three Board positions open for the upcoming election. These Board positions have a three-year term.

Applications for candidates for the Board of Directors will be accepted from **Wednesday, November 16, 2022 until Thursday, December 15, 2022 at 5:00 PM.**

An application form and rules for nominations are set out in the **Director Candidate Information Guide** available online at [duca.com](http://duca.com) and at each of our branch locations.

Please email the completed application form to the email address below no later than **5:00 PM on Tuesday, December 15, 2022.**

### Chair of Election:

[boardelections@duca.com](mailto:boardelections@duca.com)

DUCA Financial Services Credit Union Ltd.  
5255 Yonge Street, 4<sup>th</sup> Floor  
Toronto, Ontario M2N 6P4

For more information, please refer to the Director Candidate Information Guide available at the branches and in the Leadership Team & Governance section of the DUCA website.

**(866) 900-3822 | [www.duca.com](http://www.duca.com)**

## Election of Directors

All Members with a minimum of one Membership Share are allotted one ballot for voting purposes. Ballots will be issued by mail before the start of the election period on **February 27, 2023** along with voting instructions and list of candidates and their biographies. In addition, these materials will be posted on [duca.com](http://duca.com) and made available at each branch.

Voting will take place between **February 27, 2023 and March 27, 2023.** Successful candidates will be announced at the 2022 AGM to be held on April 27, 2023.

## Important Dates\*

**November 16, 2022**  
Application period opens

**December 15, 2022**  
Application period closes

**February 27, 2023**  
Voting opens

**March 27, 2023**  
Voting closes

**April 27, 2023**  
AGM: Successful candidates announced

\* Subject to change