



Can you spare some time to volunteer for credit union?

Do you have skills you wish to put to use for the benefit of the community?

Do you want to develop new skills?

VOLUNTEERING

Form MEM1B (OPTIONAL)

Although, like many other credit unions, ROMCUL employs staff to carry out demanding tasks day after day, it still relies very much upon volunteers for many of its most important tasks. The tasks carried out by volunteers are typically less time-consuming (typically 2 or 3 hours per week or less) but in no way less important. These include:

- COLLECTION POINT STAFF** - the first point of contact most members have with the credit union, this role is particularly well suited to those who enjoy meeting and helping people.
- DATA ENTRY STAFF:** The people who enter the data into the computer system, check its accuracy and back it up securely.
- THE CREDIT COMMITTEE:** The people who assess the loan applications. The credit unions criteria for lending are more realistic than those of banks and building societies, being based upon a member's ability to repay, which is determined largely by the rate and consistency of past saving, previous loan history, etc.
- THE POLICIES & PROCEDURES COMMITTEE:** The people who review, develop and improve the lending policies and procedures.
- THE TREASURY & FINANCIAL PLANNING GROUP:** The people who carry out the financial projections, business planning, etc. People with experience in accountancy, business law and financial planning can find a particularly rewarding niche here.
- THE MARKETING AND PUBLICITY GROUP** The volunteers who review, develop and maintain the leaflets, flyers, forms, posters, website content and other written material. This group is also responsible for the production of press releases, statistical analysis of members' needs, etc.
- THE TRANSLATION GROUP** The volunteers who translate material to help the Credit Union to meet its commitment to improving bilingual access to services.
- THE TECHNICAL SUPPORT GROUP** Providing ICT support, maintenance, development, training, DTP, etc.
- THE SUPERVISORY GROUP:** A semi-autonomous group which verifies data entry and financial recording, and which ensures that the credit union is managed and run legally and correctly, making recommendations where improvements are either necessary or desirable. This is an interesting and rewarding role, suitable for those with strong analytical skills and experience in business systems.
- THE BOARD:** A group of volunteers, elected annually, with overall responsibility for the legal and correct management of the credit union, implementation of policy, etc. The Board overlaps with, and sometimes wholly includes, working groups with particular roles. The Board also ensures that the recommendations from the Supervisory Group are followed, and that any problems identified are acted upon quickly.

These groups necessarily overlap to some extent in membership. Please identify ALL areas where you would be willing to contribute some of your time. Volunteering for the credit union is an excellent way to learn new skills or build upon previous experience, to meet new people and to help your community.

Name

Membership Number (if you are already a member)

Postcode

Telephone number (home)

Telephone number (mobile)

Email address

NB All credit union workers, whether paid staff or volunteers, abide by strict rules of confidentiality.