

COVER LETTER FROM COK SODALITY

2024 February 2

Dear Valued Member,

Re: Nomination Process for Candidates to become Volunteers of COK Sodality

We deeply appreciate your interest in exploring an opportunity to participate in COK Sodality Co-operative Credit Union Limited’s (COK Sodality’s) Nomination process to become a volunteer through election. All positions shall be filled by Petition by members who are deemed suitable candidates and are in good standing with the Credit Union.

Our volunteers play an essential role in the success of our organization as they make up our Board of Directors, Credit Committee or Supervisory Committee. Our Volunteers dedicate significant personal time to fulfill their duties. This includes preparing for and attending in-person meetings, virtual meetings, training seminars and other events. On average, our volunteers dedicate a minimum of Fifteen (15) hours monthly to their responsibilities. Thus, please note that this is purely a voluntary role, with only modest financial compensation provided for the services rendered.

Included in this Application Package, you will find:

1. The Petition (this should be completed and signed by five (5) members in good standing with the Credit Union);
2. Standard letter to be completed and signed by you indicating your agreement to the Nomination process;
3. Volunteer Application Form; and
4. Brief Statement of Qualifications and Experience.

We encourage you to thoroughly review these documents to better understand the responsibilities associated with the position. If you wish to proceed after reviewing the provided information, please complete, sign, and submit the Application Form along with the other documents on or before the submission deadline.

	Date	Time
Submission Deadline:	Friday, March 15, 2024	3:00 P.M.

**** Suitable Candidate** -- To be assessed as a suitable candidate, the nominee must satisfy the following criteria, pursuant to Rule 64(ii)(1) of the Credit Union Rules:

A member seeking nomination to hold office shall be disqualified if that member:

- (i) fails to satisfy the Nominating Committee that he/she is a fit and proper person to accept the responsibilities and perform governance functions of the Credit Union;
- (ii) fails to obtain approval from the Bank of Jamaica as a fit and proper person to serve;
- (iii) is delinquent in his/her loan or other obligations with the Society at the date of the petition and up to the date of election;
- (iv) has been a member of the Credit Union less than six (6) months before the date of the petition, save where the member is an active member for more than six (6) months in another co-operative society in Jamaica;
- (v) whose membership in any other co-operative society at the time of the Nominating Committee's deliberations has been judged delinquent; and
- (vi) is not ordinarily resident in the Island.

****A member in good standing**, must satisfy the following requirements:

1. Know Your Member (KYM) compliant;
2. Loan account (s) must be current;
3. Have minimum share requirement;
4. Permanent Share compliant; and
5. Not involved in any litigation with the Credit Union.

Your Application, along with the required documents, may be submitted via any of the following methods:

- **Physical Copy:** to COK Sodality Co-operative Credit Union Limited, Head Office, 66 Slipe Road Kingston 5. **Attention: The Nominating Committee/Chief Executive Officer**
- **Electronic Copy:** to nominationscommittee@cokcu.com.

If your application is shortlisted, our Nominating Committee will reach out to you to arrange an interview. Following this, the selected finalists will be put forth for a vote at the annual general meeting.

We sincerely appreciate your interest in contributing to COK Sodality as a volunteer.

Best regards,
COK Sodality Co-operative Credit Union Limited



Hank Williams, JP
Chairman - Nominating Committee