



Credit Union Department, State of Texas

JOB ANNOUNCEMENT

Job Title:	Credit Union Commissioner	Job Posting: 25-06
Agency:	Credit Union Department	Department: CUD Admin
Location:	914 E. Anderson Lane, Austin, Texas	Salary Group: E14
Annual Salary:	\$140,900 - \$227,038¹	Classification: Executive Exempt
Posting:	Internal and External Audience	Occupational Category: Executive
Travel:	Up to 10%	Shift: Day
Opening Date:	February 11, 2025	Close Date: May 16, 2025

GENERAL JOB DESCRIPTION

The Credit Union Commissioner serves as the top executive, managing the Credit Union Department in accordance with both legislative mandates and policies established by the Credit Union Commission. The Department is authorized to have 36 employees and has an annual budget of approximately \$5.9 million. The Credit Union Commissioner ensures that the Department carries out its mission cost-effectively and in compliance with all applicable laws.

Other responsibilities include representing the Department with the Legislature, other state officials, the federal government and its agencies, regulated credit unions, regulators from other states, and the public; developing rules and internal procedures; managing staff recruitment, performance, and career development; and overseeing development of the annual budget and strategic plan. The Credit Union Commissioner is appointed by, reports to, and serves at the will of the Credit Union Commission.

ESSENTIAL JOB FUNCTIONS

- Responsible for the soundness of approximately 161 state-chartered credit unions (currently with \$58.6 billion in total assets).
- Directs the regulation, supervision, and examination of all regulated credit unions, and enforces the laws and regulations applicable to them.
- Ensures that the Department carries out all legislated mandates and complies with state laws and reporting requirements applicable to state agencies.
- Promotes the goal of maintaining a strong dual chartering system.
- Evaluates and proposes necessary statutory and regulatory changes to meet the dynamic Texas financial services environment.
- Represents the Department to the credit union industry, other regulatory agencies, the media, and the public.
- Develops and maintains appropriate working relationships with the Legislature, other state officials, credit union regulators from other states, and appropriate federal government personnel.
- Reviews and acts upon credit union applications.

¹ Salary is contingent upon experience of selected candidate



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- Serves as the liaison between the Department staff and the Credit Union Commission, brings all appropriate matters to the Credit Union Commission for review and action.
- Manages the development, revision, and communication of policies of the Department.
- Directs the preparation of the agency's strategic plan and the annual budget.
- Oversees the administration of the agency's operating budget.
- Ensures that the Department has an effective recruitment, training, and career development program for its staff.
- Actively participates in regional and national meetings with federal and state regulators and in regulatory professional associations such as NASCUS.

KNOWLEDGE, SKILLS, AND ABILITIES

- Extensive knowledge of the credit union business and its regulation
- Experience in policy administration and management work
- Working knowledge of Texas, its state government, and relevant business laws
- Broad knowledge of relevant automated information resources.
- Excellent communication skills, both oral and written, and proven effectiveness in making presentations.
- Demonstrated ability to effectively manage professional staff, develop and administer an annual budget, lead strategic projects, resolve conflicts, and work with governing bodies.

INITIAL SCREENING CRITERIA

- Bachelor's degree in relevant field (public/business administration, business law, finance, etc.)
- Strong record of personal financial responsibility and integrity

MINIMUM QUALIFICATIONS

The minimum qualifications for the Credit Union Commissioner are in [Texas Finance Code, Section 15.302](#).

A minimum of 5 years of practical experience in the operation of credit unions within 10 years immediately preceding the appointment.

The practical experience required may consist of experience:

- in exercising the powers and duties of a director, officer, or committee member of a credit union; or
- in the employment of a credit union regulatory agency.



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SPECIAL REQUIREMENTS

- May not be directly or indirectly indebted to any credit union under the Department's jurisdiction, or any affiliate of such credit union.
- Must cease any outside employment with a state-chartered credit union.

MILITARY OCCUPATIONAL SPECIALTY CODES

Veterans: The following resources provide valuable information and additional job opportunities:

- **Military to Civilian Occupation Translator:**
<http://www.careerinfonet.org/moc/>
- **Texas Veterans Commission Employment Assistance:**
<https://www.tvc.texas.gov/employment/veterans/>

The State Auditor's Office has published updated state job descriptions and the Military Crosswalk, which are available on their website:

<http://www.hr.sao.texas.gov/CompensationSystem/JobDescriptions> . Additionally, the related Conversion Manual can also be accessed on their website at:
<http://www.hr.sao.texas.gov/CompensationSystem/ConversionManual> .

ADA ACCOMMODATIONS

In compliance with the Americans with Disabilities Act ([ADA](#)), CUD will provide reasonable accommodation during the hiring process for individuals with a qualifying disability. If reasonable accommodation is needed to participate in the interview process, please notify the person who contacts you to schedule the interview. If you need assistance completing the on-line application, contact the Staff Services Officer, Biancaja Sugars, at 512-837-9236 or via email at [CUD_HR@cud.texas.gov](mailto:CUD_HR@ cud.texas.gov).

PRE-EMPLOYMENT CHECKS AND WORK ELIGIBILITY

- **Citizenship:** Consistent with the Immigration Reform and Control of 1986 and other applicable laws, all offers of employment are contingent upon the candidate having legal authorization to work in the United States.
- **Driver's License:** Final applicants must possess or obtain within six months a valid Texas Driver's license. Satisfactory driving records are required for driving any vehicle to conduct agency business.
- **Selective Service:** All males born on or after January 1, 1960, will be required to present proof of Selective Service registration on the first day of employment or proof of exemption from Selective Service registration requirement.



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- **Records Check:** Final applicants will be subject to an employment credit check, driving record check, and criminal background check. This position requires that the incumbent demonstrate strong personal financial responsibility and integrity.
- **Non-Smoking Agency:** The Department is a non-smoking Agency. Smoking is not permitted in agency offices.
- **Application Requirements:** Applicants must submit a completed State of Texas Employment Application to be considered. Resumes may accompany an application but do not substitute for the application.
- **Benefits:** CUD offers insurance coverage and other benefits available through the [State of Texas Group Benefits Plan](#) administered by the Employee Retirement System of Texas (ERS).

SUBMIT APPLICATIONS TO

Please direct applications to **Biancaja E. Sugars**, Staff Services Officer, Credit Union Department, via email at [CUD_HR@cud.texas.gov](mailto:CUD_HR@ cud.texas.gov), mail to 914 East Anderson Lane, Austin, TX 78752-1699, or fax to (512) 832-0278. Alternatively, you may submit your application through WorkinTexas.com. All applications must be received by 5:00 p.m. on the closing date. [State applications](#) can be obtained from either the [Credit Union Department](#) website or WorkinTexas.com.

The Credit Union Department is an Equal Employment Opportunity Employer and strictly prohibits discrimination based on race, color, religion, sex, national origin, veteran status, age, or disability in employment or the delivery of services. Individuals with disabilities who require reasonable accommodation will not be excluded from consideration based on their disability. Applicants in need of reasonable accommodation during the application process should contact the Staff Services Officer at (512) 837-9236.

Nearest Major Market: Austin