

### Job Description

**Job Title** Board of Directors Member

**Job No.** N/A

**Division** Board of Directors

**Effective Date** July 23, 2024

**Department** N/A

**Current Revision** July 23, 2024

**Unit** N/A

#### Approvals

Board Executive Committee – April 22, 2025

Board – May 6, 2025

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### Job Reporting Relationships

**Supervised by:** Board of Directors & Chair of the Board of Directors

**Supervises:** N/A

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### Basic Qualifications

**Education/Training:** Currently or formerly involved in key management or position of responsibility of a for-profit business, institution, or not-for-profit organization. Possesses good business acumen, and has the ability to interpret detailed financial documents and statements.

**Skill(s):** A demonstrated proficiency in business planning and financial management; exceptional interpersonal relations, communications and leadership skills. Possesses an understanding of the business environment, issues facing the banking/financial services industry, and the markets in which the Corporation and the Bank operate. Must be supportive of the Corporation's and Bank's commitment to remain independent.

**Experience:** A minimum of three (3) to five (5) years' related experience normally required.

### General Responsibilities

Responsible for participating in and contributing to Board oversight in a manner which is consistent with safe and sound business practices and regulatory requirements; communicating and participating with other Board members, the Chair of the Board of Directors, and management personnel on all decisions affecting the Corporation and the Bank that must be made at the Board level; and, participating in and contributing to the implementation of directives of the Board as relates to committee assignments and responsibilities.

**Essential Duties**

1. Regularly attends Board and assigned Board committee meetings.
2. Reviews and analyzes all Board and assigned Board committee meeting information provided, prior to the meeting.
3. Actively participates in the review, analysis and discussion of matters coming before the Board.
4. Actively participates in Board committees as assigned.
5. Actively prepares for and participates in the annual strategic planning process and quarterly strategic planning sessions.
6. Participates in Board training and development with completion of the minimum required continuing education hours, as determined from time to time by the Board.
7. Reviews and comments upon regulatory examinations and monitors management's response to remedial action(s).
8. Annually reviews all Corporation and Bank policy statements.
9. Annually reviews all Board committee charters.
10. Annually reviews the job descriptions for Board positions.
11. Periodically reviews the Articles and Bylaws for the Corporation and the Bank.
12. Reviews prospective new Board of Directors Members, as presented by the Nominating Committee.
13. Supports the Corporation and the Bank by establishing personal and/or business account relationships, as practical; making referrals to Bank staff for new business development; purchasing additional shares of ACNB Corporation stock; and, attending Corporation and Bank events.
14. Promotes a favorable image of the Corporation and the Bank to the community, shareholders and employees.
15. Is active in community leadership and activities.
16. Avoids any and all potential or perceived conflicts of interest and unfair financial practices.
17. Performs duties as assigned by the Board.
18. Understands one's fiduciary duty under law as a Board of Directors Member.

**ACNB CORPORATION & ACNB BANK**

19. Commits to understanding the laws, rules and regulations affecting and impacting the Corporation and the Bank.

**Job Location**

ACNB Corporation Operations Center, 100 V-Twin Drive, Gettysburg, PA 17325  
Various Bank and outside locations

**Equipment/Machines**

Bank-owned iPad for accessing NASDAQ OMX Directors Desk portal and internal email