



Pioneer Valley Credit Union is seeking a full-time Compliance Officer in Springfield, MA! If you are a detail oriented professional with experience in bank or credit union compliance we may be looking for YOU!

The Compliance Officer is responsible for ensuring the policies and procedures of the Credit Union comply with the appropriate laws, rules and regulations. Primary BSA officer responsible for the ongoing development, maintenance and execution of the BSA/AML program. Ensures all affected areas of the Credit Union are kept informed of changing laws and procedures for implementation to be completed at the appropriate time.

We create an environment where open communication and mutual respect is valued. As we continue to advance in introducing new technologies to our members to satisfy our member's financial needs that is convenient for their lifestyles, we embrace the warm human touch for which credit unions are founded. Our employees are committed to a strong set of values and member service philosophy.

Our competitive and generous benefits include paid vacation and sick leave, medical and dental benefits, short-term and long-term disability coverage, life insurance, 401K, annual bonus, paid holidays and a family-friendly environment. Our total compensation and total benefits are highly competitive within the industry.

Essential Responsibilities Include:

Manage the compliance program responsible for Bank Secrecy Act, USA PATRIOT Act, Anti-Money Laundering, OFAC, Customer Identification Program, and Customer Due Diligence. Process CTRs and SAR filings. Investigates and reports potential fraudulent activity as required. Maintain documentation of compliance activities, such as complaints or investigation outcomes. Lead the compliance and audit for the organization, maintaining the ongoing compliance program and coordinating with outside audits, exams and reviews.

Responsible for administering bond insurance and claims. Performs branch compliance audits. Perform quality control reviews on new accounts and file maintenance reports. Process subpoenas, summons and other court requests. Manage the record retention program, vendor management program, NMLS registration program, the red flag identity theft program and performs annual risk assessments. Recommend proper maintenance of the internal control structure.

Responsible for maintaining policies and procedures relevant to current rules and regulations. Perform other job related duties and projects that are assigned.

Requirements:

- Five to ten years of experience in compliance or risk management of a Credit Union/Bank organization is required.
- Certified Compliance Officer Designation preferred
- Proficient with Verafin BSA/AML software preferred
- Require knowledge of governmental and financial regulations, laws, and guidelines including those from the NCUA, CFPB, and FFIEC.
- A bachelor's degree, or achievement of formal certifications recognized in the industry as equivalent to a bachelor's degree (e.g. information technology certifications in lieu of a degree).
- Professional, well-developed interpersonal and communication skills are essential.
- Work requires thorough knowledge of all Credit Union products and services, and knowledge of external rules and regulations including Bank Secrecy Act and Anti-Money Laundering regulations.