



**TOWN OF NORTHBRIDGE
RETIREMENT SYSTEM
NORTHBRIDGE TOWN HALL
7 MAIN STREET
WHITINSVILLE, MASSACHUSETTS 01588
Phone (508) 234-0820 Fax (508) 234-5834**

Fifth Board Member Position

The Northbridge Retirement Board is seeking qualified applicants for the Fifth Member of the Northbridge Retirement Board. In accordance with M.G.L. Chapter 32 section 20(4)(b), the 5th member shall not be an employee, retiree, or official of the Town of Northbridge and shall be chosen by the other four board members, for a 3 year term commencing on the date of hire.

Northbridge Retirement Board members serve as fiduciaries of the Northbridge Contributory Retirement System and are responsible for overseeing the administration of retirement benefits to over 340 active and retired members and approximately \$48 million in pension assets. Board members perform their duties solely in the interest of its members and beneficiaries in accordance with Massachusetts General Laws, the rules and regulations promulgated by the Public Employee Retirement Administration Commission (PERAC) and the rules and regulations adopted by the Board as approved by PERAC. The successful candidate must be available to attend Board meetings once a month (typically the 3rd Wednesday of the month at 2:30pm).

Board Members are required to:

- File an Annual Statement of Financial Interests with PERAC – detailing personal assets
- Complete Conflict of Interest and Ethics training bi-annually
- Develop knowledge of Massachusetts Open Meeting Law
- Develop knowledge of Massachusetts General Laws, Chapter 32
- Attend meetings, seminars, conferences, and education trainings as necessary
- Complete 18 hours of training during their term

Letters of interest, resumes, and other qualifications may be mailed, or hand delivered to: Northbridge Retirement System, Town Hall, 7 Main Street, Whitinsville, MA 01588 – or sent electronically to retirement@northbridgema.org

Submissions are required by Wednesday, July 26, 2023, 2:00pm

For additional information regarding this position, please contact Scott L McGrath, Administrator (508)234-0820