

BOARD BIO EXAMPLES & TEMPLATE



Name, Title, Company

Snapshot of Who You Are

**Credentials/Positions/Awards/
Other Activities That Demonstrate Expertise**

Example

Lawyer | Chief Ethics & Compliance Officer | Chief Audit Executive
2018 Top 100 Thought Leaders for Trustworthy Business | 2016 Top Minds Honouree
Author and Speaker

More Details About What You Have Accomplished

**Years of experience, career progression, responsibilities,
accomplishments, reporting relationships, etc.**

Example 1 – Third Person

Ellen has 15 years of management experience in designing, implementing and operating ethics and compliance programs in various industries including board governance and reporting, designing ethics education, managing enterprise risk processes as well as handling investigations and regulatory agency inquiries.

Example 2 – First Person

I have over 20 years of global, corporate legal experience in the manufacturing and retail industries. My background includes commercial contracting, M&A, governance, marketing, food safety, vendor and enterprise risk, technology, and compliance, in addition to broad experience interacting with C-suite and other senior level management, and Boards of Directors. I am incredibly proud of my humility, strong work ethic and continued desire to make myself a better lawyer and leader, through hard work and intellectual curiosity. I am a Board Member at Adtran, a NASDAQ-listed leading provider of telecommunications networking equipment and internetworking products, where I serve on the Audit and Compensation Committees.

Example 3 – Third Person

Risk professional with extensive experience as chief risk officer, management consultant, and private and public board member. Widely recognized as an early advocate of enterprise risk management, and noted as the first-ever “chief risk officer.”

Publications, Speaking Engagements & Interviews

Example 1

Member of keynote panel for “Is Orange the New Black for CCOs?” 2015 Compliance Week Conference. Subsequently quoted in [The Real State of CCO Liability](#) published by Compliance Week. Frequent speaker at national ethics and compliance conferences. Featured in [Reflecting on International Women's Day with the Ethics & Compliance Community](#), (March, 2018). Interviews include the Wall Street Journal, Ethical Systems, the Society of Corporate Compliance and Compliance Week. Recent publications include “[Lie to Win or Be Honest and Lose](#),” Corporate Compliance Insights, (June 2016) and “[The Culture is the Secret Sauce](#)” (August 2014).

Example 2

Author of “Enterprise Risk Management” published by Wiley, which has ranked #1 best-selling among 25,000 risk management titles on Amazon.com. Quoted in the Wall Street Journal, Financial Times, Risk Magazine, CFO Magazine, and American Banker. Frequent keynote speaker for board-level and executive-level conferences.

Any Other Ways that You Give Back to the Community?

Serve on any Boards or Committees?

Have Something that you are Particularly Passionate About or Interested In?

Example

Interested in the following opportunities: (1) public and private board service, including international and mutual fund boards, (2) risk consulting and/or training, and (3) collaboration in developing risk software and FinTech solutions.

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ABOUT YOU

Professional Headshot (No selfies please)	
Snapshot of who you are These are one word descriptors	
Paragraph that summarizes career progress <ul style="list-style-type: none">• Years of experience• Career progression• Responsibilities• Accomplishments• Reporting Relationships	
Publications & Speaking Engagements Add links whenever possible	
What you care about or opportunities that you are open to	

INFO THAT POSITIONS YOU AS AN EXPERT

Education	
Professional certifications or licenses	
Social Media	

CONTACT INFORMATION

Email	
Website	